



REQUEST FOR COPIES OF NON-IMAGED DOCUMENTS FROM CURRENT INCORPORATED SOCIETIES OR CHARITABLE TRUST FILES

This form is used for requesting current non-imaged (or paper) documents from Incorporated Societies and Charitable Trust files. It can also be used to order documents from Industrial & Provident Societies. Struck Off (non-current) documents from closed files may be obtained by contacting our archive service provider, Searchlink Limited on 0800 767-778 or fax: 0800 834-483 or email: info@searchlink.co.nz. Fees are payable for this service.

DATE:

Contact name:	
Organisation postal address: <i>(Mandatory)</i>	
**Account No.:	
Telephone No. <i>(Mandatory)</i>	
Fax No. <i>(Mandatory)</i>	
Email:	
File No.	
File Name: <i>(Mandatory)</i>	

Please specify which document you require, including the registration date of the document and the barcode number:

Document Required	Barcode Number	Registration Date

Special Instructions:

Date Required by: _____ Delivery Instructions: Post or Fax *(circle one)*

PLEASE FAX YOUR REQUEST TO 0800 834-483

PLEASE NOTE:

- A photocopy charge of 20 cents per photocopy (GST inclusive) will be charged for this service. A fee will be charged to your Companies Office account. If you have any queries in relation to this service please contact our Contact Centre on 0508-COMPANIES (0508 266-726).