

Requesting documents from DBA Lawyers – order form

Minimum fee of \$300 + GST – By completing this form, you consent to this fee

Once completed please send to dba@dbalawyers.com.au

CONTACT DETAILS		<i>Please complete all details in block letters</i>
Firm ordering (if applicable):		
Person ordering:		
Street address:		
Postal address (if different):		
Phone:	Email:	
Our invoice will be made out to the person ordering unless instructed otherwise		
Documents will only be delivered by email as PDF files		

DETAILS OF DOCUMENT REQUESTED
Name of document:
Details of document:
Approximate date of document:
Parties to the document:
DBA Lawyers reference (eg, 1234:123456):
Reason for request and why you are authorised to obtain the document:

SPECIAL INSTRUCTIONS, If any

CLIENT CONSENT	
Client Name:	
Signature:	Date:

Please note a certified copy of photo ID will be required