



ORDER FORM 1

WEST RIDING REGISTRY OF DEEDS

Please refer to our current charges for details of search and copy fees.
Please complete this form in block capitals.

Your details

Name

Address

.....

Postcode Daytime telephone

e-mail

DX Contact name

Your reference

If you have the registration details please complete the following:

Just a copy fee will be payable.

Names of parties (buyer/seller)	Year	Volume	Page	Number

Any additional information

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Deed copy

Type of copy required:

Office Copy

Any plan registered will be supplied in black and white

Certified Copy (checked by two members of staff)

Any plan registered will be supplied in colour

Do you require your deed to be supplied in a folder? Yes No

Copyright

Please note, deeds remain in copyright and a copy cannot be supplied to another person without our permission.

Data protection

West Yorkshire Archive Service collects your personal information in order to process your request and to compile anonymous statistical information about the use of our collections. We do not pass your details to any other organisation, although we may send you information about our own products and services which may be of interest to you. Please tick here if you do not wish to receive such information.

Please sign and date

Signature Date

See over for payment details

Method of payment (Please tick and complete as appropriate)

I enclose a sterling cheque/international money order made payable to
Wakefield Metropolitan District Council

Please debit my Mastercard Visa Maestro Solo

Card number - - -

Switch issue no. Valid from / Expiry date /

Card security code (last three digits on signature strip on reverse of card)

Amount of cheque/amount to be debited £

Please return this form to:

West Yorkshire Archive Service: Wakefield, Registry of Deeds, Newstead Road,
Wakefield WF1 2DE

Telephone 01924 305980

Facsimile 01924 305983

e-mail deeds@wyjs.org.uk

DX 713273 WAKEFIELD

For office use Search Office Certified

Cheque no. Amount

Receipt no. Date of payment

Date sent