**Notarial Services**

***Client Information Form***

|  |  |
| --- | --- |
| Name in Full |  |
| Address (including postcode) |  |
| Tel. No |  |
| E-mail |  |
| Passport No |  |
| Date of Expiry |  |
| Place of Birth |  |
| Specimen Signature |  |

|  |
| --- |
| If signing document on behalf of a company please state: |
| Name of company |  |
| Address of company |  |
| Position held within company |  |

|  |  |
| --- | --- |
| How did you find out aboutBirkett Long LLP?*E.g. existing client, internet,**recommended by a friend…* |  |
| Would you like to receive any marketing materials from us? | Yes | No |
| If yes, | Business news and updates | Information for you and your family | IndependentFinancial Advice |

*Please note our notaries’ hourly rate is £300 plus VAT, and the cost for the particular type of*

*work you require carried out will be confirmed by your Notary.*

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Faviell House, 1 Coval Wells, Chelmsford, Essex CM1 1WZ Tel: 01245 453800

1 Amphora Place, Sheepen Road, Colchester, Essex CO3 3WG Tel: 01206 217300

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