

Notary.Co.UK

10, Buckingham Palace Road, London SW1W 0QP

Notarial Instructions Form

I wish the notary to act for me:

Name: _____ Registered client number (if known) _____

Signature: _____

in the following matter:

The notarisation of: Power of Attorney .. Company papers

Certified copies of _____

Other (please specify) _____

Country the documents are

Required for: _____

Contact details: _____

Company Name: (if applicable) _____

Postcode: _____

Phone number to use to contact me _____

Second phone number: (optional) _____

My Email address: _____

Second Email address: (optional) _____

Notarisation ... I would like an appointment: preferred date & time

I will courier the documents (check with the notary first)

Please arrange to come to my office

Legalisation at Foreign Office ... 4 to 6 working days

Required ... 24 hours

Legalisation at Embassy required ... Yes No

Document return arrangements Client to collect .. to be forwarded

Payment method Debit Card Credit Card * Cash Cheque Invoice

* There is 2% charge for credit cards, 5% for AmEX