



Please complete and return to:  
**Vital Certificates Ltd**  
**Batley Business Park**  
**Technology Way**  
**Batley, WF17 6ER, United Kingdom**  
**Fax: +44 (0)845 838 8433**



**Will Copy  
Order Form**

Notes and explanations:

**Maximum search period is 4 years (i.e. 1990-1993)**

What is...?

**Scan Copy:** We will take a scan of the certificate and email it to you before posting. This can be helpful where a photocopy is sufficient for your purposes, especially for overseas applications.

**CVC Security Code:** This is either the last 3 digits printed on the signature strip on the reverse of your card, or for American Express cards, the 4 digits printed on the right above the card number on the front of your card.

Payment Calculator

You may find the grid below useful to calculate the total payment due for your purchase.

	Price	Quantity	Line Total
Certificate Fee:			A
Options (Scan or Apostille):			B
Delivery (For courier fees please check the enclosed price list):			C
Subtotal (Add together boxes A + B + C):			D
VAT (see below)* (Multiply Box D by 0.2 or 20%):			E
Total (Add together boxes D + E):			

\*VAT (at 20%) is only chargeable where the certificate is being shipped within the EEC. You MUST add this if delivery is to the following countries:

- |                        |         |            |             |          |
|------------------------|---------|------------|-------------|----------|
| <b>United Kingdom</b>  | Denmark | Hungary    | Malta       | Slovenia |
| Austria                | Estonia | Ireland    | Netherlands | Spain    |
| Belgium                | Finland | Italy      | Poland      | Sweden   |
| Blugaria               | France  | Latvia     | Portugal    |          |
| Cyprus (Southern Only) | Germany | Lithuania  | Romania     |          |
| Czech Republic         | Greece  | Luxembourg | Slovakia    |          |