

## **REQUEST FOR STORAGE OF ORIGINAL DOCUMENTS HELD IN SAFE CUSTODY**

Please email the completed form to [safecustody@robinsongill.com.au](mailto:safecustody@robinsongill.com.au)

### **Your information**

Full Name: \_\_\_\_\_

Address: \_\_\_\_\_

Postal Address  
(if different): \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Full Name: \_\_\_\_\_

Address: \_\_\_\_\_

Postal Address  
(if different): \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Are you the person/owner of the document(s) to be stored? ☐ Yes ☐ No

Please provide a list of documents that you want to store in Safe Custody with Robinson Gill:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_

11. \_\_\_\_\_
12. \_\_\_\_\_
13. \_\_\_\_\_
14. \_\_\_\_\_
15. \_\_\_\_\_
16. \_\_\_\_\_
17. \_\_\_\_\_
18. \_\_\_\_\_
19. \_\_\_\_\_
20. \_\_\_\_\_

- If more documents need to be added please complete a separate form

**I warrant that I am duly authorised to make this request as I am the owner of the documents and hereby authorise Robinson Gill to store my original documents for me:**

Signature: \_\_\_\_\_  
Full Name: \_\_\_\_\_  
Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
Full Name: \_\_\_\_\_  
Date: \_\_\_\_\_

Company Director/s

Signature: \_\_\_\_\_  
Full Name: \_\_\_\_\_  
Company  
ACN: \_\_\_\_\_  
Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
Full Name: \_\_\_\_\_  
Company  
ACN: \_\_\_\_\_  
Date: \_\_\_\_\_