

Application Form – NPII/Bankruptcy Register One-Off Search Request

Work Instruction Reference: CSCW1208

Quality Form: **CSCFM208**



CITEC is collecting the information on this form to administer a manual service via the CITEC Confirm Express service. Only one search may be ordered per form. If you require multiple searches to be conducted, please complete one form for each request. **For assistance, please contact 1800 773 773.**

Please Note - Correct and adequate information must be supplied to ensure that the appropriate report may be located.

Applicant Details – these fields refer to the person ordering the search

Applicant's Name: _____
Company Name: _____
Postal Address: _____
Suburb/Town/City: _____ State: _____ Postcode: _____
Phone: _____ Business: _____
Email: _____ Fax: _____
AFSA Client Survey: I consent to my details being supplied to the AFSA for the purpose of a client survey.

Search Details – these fields refer to the subject of the search/person being searched

Family Name: _____
Given Name: _____
Middle Name: _____
 Also match records without a Middle Name.
Date of Birth: _____
 Also match records without a Date of Birth.
Occupation: _____ Gender: Male Female
Street Address: _____
Suburb/Town/City: _____ State: _____ Postcode: _____
 Limit my search to only include insolvency records started in the last 10 years.

Applicant Order Details

Result Delivery Method: Email Fax Post (We will use the **Applicant Details** you entered above)
Payment Method: Credit Card Money Order Cheque
Please see the [CITEC Confirm Express information sheet](#) on our website for information on fees and turnaround times.

Terms and Conditions

The CITEC Confirm Express Service will be provided under the following conditions:

CITEC Confirm will not be responsible or liable to the client where:

- human error is found to have affected a search, except in circumstances where it is found that the operator failed to comply with standard procedures and processes, or
- for the accuracy of information provided, where such information is sourced from a provider whose information has been incorporated in the CITEC Confirm database of services.

Clients will be liable for any costs associated with a multi-result return.

I, _____ accept the terms and conditions. Date: _____

CITEC Confirm Use Only

Date Received: _____ Notes: _____
Operator: _____
Client Contacted: Yes No
Service Call #: _____

Please return the completed form via one of the following methods:

Email: confirm@citec.com.au

Mail: CITEC Confirm, GPO Box 2457, Brisbane QLD 4001