

APPLICATION
TO BE INFORMED OF THE COST OF A CERTIFIED COPY

TO THE HEAD OF THE NOTARY ARCHIVE OF _____

I, THE UNDERSIGNED

Surname _____ Name _____

Living in: (City) _____ Str/Rd. _____ no. _____

Telephone no. _____ E-mail/certified mail: _____

Herein applies for no _____ certified copy/ies
(Please tick the relevant box(es) below as appropriate)

in paper format

in electronic format

affixed with a revenue stamp

not affixed with a revenue stamp, to be used for _____

of the deed of (e.g. sale, loan, etc.) _____

received by the Notary Public (surname and name) _____

on (date) _____/in the time frame from _____ to _____ (do not put a time frame of more than three years)

deed reference no: _____ Folder no _____

Parties:

Surname and Name/company/ body _____

Surname and Name/company/ body _____

Surname and Name/company/ body _____

(information on the time, nature of the deed and the parties shall be provided only when information on the deed (date, and reference number or folder number of the deed) is not known)

Delivery modalities: (Please tick the relevant box(es) below as appropriate)

the e-copy (electronic format) shall be sent as an attachment of an e-mail (to the above address)

the copy shall be picked up by the applicant at the Notary Archive

the copy shall be delivered by post at the aforementioned address

by first-class mail

by registered mail

by insured mail

Herein enclosed please find the receipt of payment/bank/post transfer of the sum of € _____
to postal current account no. _____ held in the name of the Notary Archive

(€ 5.00 shall be charged for any search; if payment is made by money transfer from foreign current accounts, there is no additional cost if the current account is located in one of the following countries: Austria, Belgium, Bulgaria, Cyprus, Denmark, Estonia, Finland, France, Germany, Great Britain, Greece, Ireland, Island, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Norway, Holland, Poland, Portugal, Czech Republic, Romania, Slovakia, Slovenia, Spain, Sweden, Hungary,

However there is an additional cost of € 9.00 for money transfer to postal current account held in the name of the Notary Archive coming from any other countries, including the Principality of Monaco and Switzerland).*

(place and date)

(signature of applicant)

*the aforesaid payment is not due when the deed's reference information is known (date, reference or folder numbers)