
Inquest files 1940-March 1963 Copy Order Form

This copy service is for the record series NRS 345, Coroners' Inquest papers (Files concerning magisterial inquiries and Coroners' inquests). This copy service covers inquest files from 1940-March 1963.

The fee for this service is \$30.00. This includes the cost of the copies for the first entry, the administrative fee and postage/handling. Additional entries are \$15.00 each. Overseas orders incur an additional \$3.65 postage charge.

Print out the form below, fill in all the details and mail/fax to:

INQUEST FILES - COPY SERVICE
State Records
Reprographics Officer
PO Box 516 Kingswood NSW 2747
Facsimile (02) 9833 4518

We accept Visa and MasterCard. Cheques or money orders should be made payable to State Records. We cannot accept personal cheques from foreign banks.

Express postage is available on request, extra charges will apply.

Please do not send cash

Please read these conditions carefully

- State Records aims to produce reference copies of State archives through the copying service.
- Copies may not always be legible in cases where handwriting is poor or faint, or the original record is in poor condition.
- Orders will be completed within 20 working days from the date of receipt.
- Urgent orders will be completed within 5 working days and a 25% surcharge will apply.
- State Records cannot accept responsibility for photographic orders lost in the postal system.

What if there is no file?

If there is no file matching the particulars you provide a **partial refund only** will be made. The \$11.00 administration fee will be charged if no file is located. The refund will be \$19.00 for the first entry and \$15.00 for any additional entries.

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You *must* provide the *full* Name and Date/Year of death for each entry

Record Details 1 = \$30.00
Name <i>*required</i> :
Date/Year of Death <i>*required</i> :
Age at Death <i>*required</i> :
Date and Place of Inquest (if known):
Item number (if known):
Record Details 2 = \$15.00
Name <i>*required</i> :
Date/Year of Death <i>*required</i> :
Age at Death <i>*required</i> :
Date and Place of Inquest (if known):
Item number (if known):
Record Details 3 = \$15.00
Name <i>*required</i> :
Date/Year of Death <i>*required</i> :
Age at Death <i>*required</i> :
Date and Place of Inquest (if known):
Item number (if known):
Record Details 4 = \$15.00
Name <i>*required</i> :
Date/Year of Death <i>*required</i> :
Age at Death <i>*required</i> :
Date and Place of Inquest (if known):
Item number (if known):

Record Details 5 = \$15.00

Name <i>*required</i> :
Date/Year of Death <i>*required</i> :
Age at Death <i>*required</i> :
Date and Place of Inquest (if known):
Item number (if known):

Any remarks to add about the entries?

Your address and payment details

Name:		
Address:		
Suburb:	Postcode:	State:
Country (if not Australia):		
Telephone:	Email:	
Cheque/money order enclosed:		
Credit Card Number: _____ - _____ - _____ - _____		
Credit Card Name:		
Card Expiry Date:	Visa: <input type="checkbox"/>	Mastercard: <input type="checkbox"/>

Declaration

- I have read and agree to the conditions above
- I will obtain the written permission of State Records if I wish to publish State archives or extracts therefrom (See Archives In Brief 11)

I agree:

Signature: _____

Date: _____

Cost of order	
Subtotal of order:	\$30.00
Additional entries (\$15.00 per entry):	
Overseas order (add \$3.65):	
Total of order:	