

# Warwickshire County Record Office

## Vehicle Registration Copy Order Form (motor vehicle taxation records)

Enter your order no. here
Payment made (staff use only)

To : Warwickshire County Record Office, Priory Park, Cape Road, Warwick, CV34 4JS.

Please supply me with a copy of the whole or stated part of the work(s) listed below required by me for the purpose of research or private study.

						Staff Use	
Reference or Title		Vehicle Registration number				No. of copies	
<b>Delivery options.</b>	<b>Please specify</b>	<b>POST</b>		<b>EMAIL</b>		£	2 50
<b>*Do you require a certified copy? (POSTAL ONLY)</b>				<b>YES</b>	<b>NO</b>	£	
<b>Total Cost :</b>						£	

The charge for photocopying is £2.00 per registration number. There is an additional charge of £2.00 for each corresponding surrender card (please note that not all surrender cards survive).

\*Certified copies: £10.00 additional charge per registration.

Payment can be made online (a link will be sent to you), or either by cheque, payable to Warwickshire County Council, or by credit/debit card by calling 01926 73 8959. We accept Visa, Mastercard, Maestro and Solo cards only.

Please ensure that you read the important **Copyright Declaration** overleaf. Your signature signifies that you have agreed to its contents. Orders *will not* be accepted without this being completed.

Name .....(BLOCK CAPITALS)

Address .....

.....

Telephone ..... Email.....

Signature .....

Date .....

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My research will not be used to support measures or decisions with respect to particular individuals and will not cause or be likely to cause substantial damage or substantial distress to any person who is the subject of these data while he or she is alive or likely to be alive (assuming a life span of 100 years).

I shall not make the results of my research available in a form that identifies any data subject without the consent in writing of the data subject or the data controller.

I understand that I shall become responsible for compliance with the Data Protection Act 1998 in relation to any processing by me of personal data obtained from the above records.

How your information may be used: The information you provide will be used to process your request. Please see our Privacy Notice relating to research for more information. The Privacy Notice is displayed in our search room and can also be found on our website here:

<http://heritage.warwickshire.gov.uk/warwickshire-county-record-office/county-record-office-services/county-record-office-research-services/>