

SCOTTISH ENVIRONMENT PROTECTION AGENCY		
DILIGENCE REQUEST FORM		
Complete Only Those Sections of This Form Which are Relevant	Our REF:	
Receipt of Request:	Date:	
CUSTOMER DETAILS	Customer/Company Name:	
Customer/Company Address	Contact Name:	
	Tel No:	
	Email:	
	Your Ref:	
Easting and Northing Grid References and Search Radius:		
WORK REQUIREMENTS		
<i>Specify work required:</i>		
CHARGES		
<p>An administration charge of £100.00 plus VAT @ 20%, totalling £120.00, will be made for this service, irrelevant of the volume of information obtained up to 5km² radius. _</p> <p>We will attempt to provide you with all the data requested, however_SEPA cannot guarantee that all requested is available, however the full charge will still be due even in the case of a NIL return. Please note that SEPA will only provide data in PDF format.</p> <p>Assuming that you wish to proceed on this basis, please provide clear purpose (max one paragraph) and duration of project for licensing purposes, sign, date and return this form. Please also provide your purchase order number and invoice address if required.</p>		
CONFIRMATION OF CUSTOMER REQUEST AND CHARGES		
PURPOSE:	Duration:	
Purchase Order Number		
Name: (Printed)	Signed: (For Customer)	Date: