

DOCUMENT RECOVERY REQUISITION



Note: If the requestor of this information was not the registered owner of the vehicle at the time of this transaction, a letter of consent signed by such said owner, to release this information, must be submitted with this request.

APPLICANT INFORMATION (Please Print)

Title	Last Name	First Name		
Name of Company or organization (where applicable)				
Address	P.O. Box	City	Province	Postal Code
Home Telephone Number	Work Telephone Number		Fax Number	
Language Preference English <input type="checkbox"/> French <input type="checkbox"/>		Payment \$ _____ <input type="checkbox"/> Enclosed	Delivery Method <input type="checkbox"/> Mail <input type="checkbox"/> Fax	
Email Address:		Fax Number _____		

DOCUMENT INFORMATION (Please Print)

Please identify the applicable document and complete the related information.

TYPE OF DOCUMENT (s): Appraisal Bill of Sale Declaration Affidavit Other

VEHICLE INFORMATION: Year _____ Make _____ Serial or Plate # _____

SNB OFFICE WHERE DOCUMENT WAS SUBMITTED: _____ DATE OF SUBMISSION: _____

FEE SCHEDULE (per transaction)

The fee for retrieving documents relating to the following is \$15.00:

(a) the transfer of a vehicle registered under the *Motor Vehicle Act* or the *Off-Road Vehicle Act*; and

(b) the transfer of tangible personal property designated by NB Regulation 97-28 under the *Harmonized Sales Tax Act*.

Applicant Signature _____ **Date** _____

Please complete and submit form with payment to:

Finance and Treasury Board, Revenue Administration Division, P.O. Box 3000, Fredericton, NB E3B 5G5

Cheques or Money Orders to be made payable to "Minister of Finance and Treasury Board"

Personal information on this form is collected under the authority of the *Financial Administration Act* and will be used for the purpose of researching and retrieving the document(s) requested by the applicant. If you have any questions regarding the collection and use of this information please contact the Revenue Administration Division, Finance and Treasury Board, P.O. Box 3000, Fredericton, NB E3B 5G5. Telephone: 1-800-669-7070 or e-mail wwwfin@gnb.ca

INCOMPLETE APPLICATIONS OR APPLICATIONS RECEIVED WITHOUT PAYMENTS WILL NOT BE PROCESSED