

Name and surname: _____
Address: _____
Place, State: _____
Tel./mobile.: _____
E-mail address: _____
Identity card number: _____
Place and date: _____

DRŽAVNI ARHIV U RIJECI
Park Nikole Hosta 2
51000 Rijeka

REQUEST TO CONDUCT A RESEARCH, MAKE AND CERTIFY COPIES

I request the title that at my expense conducts a research and makes certified-uncertified (circle) copies of documents (mark everything required):

1. **BUILDING PERMIT**

with the number _____ **from** _____ **year**

ORDER

PROJECT DOCUMENTATION

2. **LOCATION PERMIT**

with the number _____ **from** _____ **year**

3. **CERTIFICATE OF OCCUPANCY**

with the number _____ **from** _____ **year**

4. **ENTRY IN A REGISTRY BOOK**

BIRTHS/BAPTISMS

MARRIAGES

DEATHS

For: _____

From: _____

Date of birth/marriage/death: _____

5. **PERSONAL CARD** _____

6. **FAMILY CARD** _____

7. **SALE CONTRACT** _____

8. **CONTRACT OF DONATION** _____

9. **DIVISION AGREEMENT** _____

10. **DECISION ON INHERITANCE** _____

11. **OTHER** _____

TURN AROUND

Specify all available data to solve the request:

Certification of copies YES NO

I request the title that this Request is taken for an urgent response YES NO and dispatches an answer in a deadline which must be shorter than _____ days from receiving this request.

Delivery method

- | | |
|--------------------------|--|
| <input type="checkbox"/> | Personal take over |
| <input type="checkbox"/> | By post to the specified address |
| <input type="checkbox"/> | By e-mail to the specified address (only uncertified copies) |

Statement of the applicant of the Request

I signed below declare that I am: _____ of the person for whom / about whom I am requesting the above specified data.

In accordance to the General regulation on personal data protection (Official Gazette of the EU L 119/1) and the Act on implementing the general regulation on data protection (NN 42/18), I declare that I agree with the use of my personal data for the records of the State Archives in Rijeka.

By signing this request, I agree to a research which may last up to 10 (ten) hours, an increase of the price in case of urgent provision of services and declare that I am familiar with the *Price list for research of public archival documentation, making copies, recording, duplication, publishing and other uses of archival documentation.*

Applicant of the Request:

Signature

Note: If the requested document is not in the name of the applicant of the request, the applicant, together with the request must enclose proof of his legal interest (power of attorney, authorization, sale contract, contract of donation and similar).

Took over for the State Archives in Rijeka:

Signature