

**EFS - URN RESTORATION FORM**

Please fax your request to CrimsonLogic Pte Ltd, Customer Admin Dept at Fax: 6873 0837.

**A. REQUESTER & USER DETAILS**

Law Firm Name : \_\_\_\_\_ Account ID : \_\_\_\_\_

Requester Name : \_\_\_\_\_ Designation : \_\_\_\_\_

Email : \_\_\_\_\_ Contact No. : \_\_\_\_\_

URN was not unpack: *(please tick in the appropriate box)*

Less than or up to 30 days

More than 30 days

**B. URN DETAILS**

URN/s to be restored:

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_
- 3) \_\_\_\_\_
- 4) \_\_\_\_\_
- 5) \_\_\_\_\_
- 6) \_\_\_\_\_
- 7) \_\_\_\_\_
- 8) \_\_\_\_\_
- 9) \_\_\_\_\_
- 10) \_\_\_\_\_

**C. PAYMENT INFORMATION**

Total URN/s to be restored : \_\_\_\_\_

Total Amount : \_\_\_\_\_

Terms & Conditions:

- 1) Payment will be deducted via Inter-Bank GIRO (from your existing bank account).
- 2) URN Restoration Fee
  - For less than or up to 30 days, \$40 per URN (with GST)
  - For more than 30 days, \$428 per URN (with GST)
- 3) Please note that it will take 1 working day to restore the URN/s.
- 4) All URN/s restored must be unpack on the same day before 10pm.

**D. AUTHORISATION**

Signed for and on behalf of  
the requester : \_\_\_\_\_

Name & Title of Signatory : \_\_\_\_\_

Company Stamp : \_\_\_\_\_

Date : \_\_\_\_\_

**E. FOR INTERNAL USE ONLY**

Action by : \_\_\_\_\_

Signature : \_\_\_\_\_

Date : \_\_\_\_\_

Remark : \_\_\_\_\_  
\_\_\_\_\_

Verified by : \_\_\_\_\_

Signature : \_\_\_\_\_

Date : \_\_\_\_\_