

TRANSCRIPT ORDER FORM

IMPORTANT NOTE: A SEPARATE ORDER FORM IS REQUIRED FOR EACH PROCEEDING

A request for a transcript via email of an industrial matter before the Industrial Court; the Queensland Industrial Relations Commission and the Industrial Registrar can be completed and returned to the Industrial Registry reception or email to: Transcripts@qirc.qld.gov.au

DETAILS OF TRANSCRIPT

MEMBER	MATTER NUMBER	MATTER DETAILS	DATE OF PROCEEDING

PARTY RELATIONSHIP TO MATTER

[indicate your relationship to the matter]

Applicant Respondent Applicant Representative Respondent Representative

REQUESTING TRANSCRIPT DETAILS

NAME: _____

FIRM: _____

ADDRESS: _____

EMAIL ADDRESS: _____

TELEPHONE: _____

SIGNATURE: _____ DATE: _____

IMPORTANT NOTE FOR NON PARTY REQUESTS:

If you require a certified copy; an audio tape or a hard copy of a transcript you will need to contact Auscript on telephone 1800 287 274 or www.auscript.com.au

OFFICE USE ONLY

Order Received By: _____

Fax

Email

Reception

Date of Order: _____ Date Request Finalised: _____

Industrial Registry, Level 21, Central Plaza 2, 66 Eagle Street, (Corner Elizabeth and Creek Streets), BRISBANE QLD 4000
Postal Address: GPO Box 373, BRISBANE QLD 4001

Facsimile: (07) 3221 6074..... Email: QIRC.Registry@qirc.qld.gov.au Website: www.qirc.qld.gov.au..... General Enquiries: (07) 3227 8060