

Application for Urgent / Ordinary Copy

Space for searching Fees Fifty Paise	Fifty Paise Court-fee stamp on application	Space for expedition Fee Rs. 1.00
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IN THE COURT OF

Serial No.

It is requested that one Certified /un-certified copy of each of the documents in the undermentioned case which was deposited on ..... is still pending may be furnished. The following stamp sheet and stamps are filled herewith.

Stamp -Sheet at 40 P.	Court fee Stamp at 40 P.	Stamp for authentication

Class of Case number and year	Name of Parties	Date of final decree or order or sassed	Description of documents with date where necessarily	Object of copy applicant in not party or his pleader Advocate

Date .....

Signature of Applicant

<p><b>Office Report</b></p> <p>The Copy will cover .....</p> <p>..... English Folios</p> <p>..... Vernacular Folios</p> <p>Searching fee is /is not required</p>	<p><i>Estimated costs (Exceeding what has been filled) – Rs. P.</i></p> <p>..... stamp-sheet at 40 P.</p> <p>..... Court-fee Stamps at 40 P.</p> <p>Stamp for authentication</p> <p>Extra stamp for urgency</p> <p>Searching fees in stamps</p> <p style="text-align: right;"><b>Total</b></p> <p>Date _____</p> <p style="text-align: right;"><i>Head Comparing Clerk</i></p> <p>..... Extra Stamp-sheet at 40 P.</p> <p>..... Extrs Court-fee Stamps at 40 P.</p> <p>..... Extra Stamps for authentication.....</p> <p style="text-align: right;"><b>Total</b></p> <p>Date _____</p> <p style="text-align: right;"><i>Clerk</i></p> <p>Date _____</p> <p style="text-align: right;"><i>Head Comparing Clerk</i></p>	<p>Estimated Stamps etc. Notified on _____</p> <p style="text-align: right;"><i>Applicant's Signature</i></p> <p>Estimated Stamps, etc. Supplied on- _____</p> <p style="text-align: right;"><i>Applicant's Signature</i></p> <p>Extra Stamps etc. Notified on _____</p> <p style="text-align: right;"><i>Applicant's Signature</i></p> <p>Extra Stamps etc. Notified on _____</p> <p style="text-align: right;"><i>Applicant's Signature</i></p> <p>Extra Stamps etc. Supplied on- _____</p> <p style="text-align: right;"><i>Applicant's Signature</i></p> <p>Record Received on .....</p> <p>Copy will ready on .....</p> <p>Copy actually ready on .....</p> <p>Copy delivery on .....</p>
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Serial No.

Received an application for copy bearing the above number. To attention for estimate on .....  
 ..... Estimated Stamps and stamp sheets valued at Rs ..... P. .... Supplied on  
 ..... Extra stamps and stamp Sheets valued at Rs. .... P. .... Supplied on  
 ..... To attend copy on .....

Date

Head Comparing Clerk

Received copy with unused stamp sheets at 40 P. and ..... valued at Rs. .... P.

Space for expedition Fee Rs. 1.00	Fifty Paise Court-fee stamp on application	Space for searching Fees Fifty Paise
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Serial No.

IN THE COURT OF

It is requested that one Certified / un-certified copy of each of the documents in the undermentioned case which was deposited on ..... The following stamp sheet and stamps are filed herewith:

Stamp for authentication	Court fee Stamp at 40 P.	Stamp-Sheet at 40 P.
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Date			Applicant			
Initial of the clerks handling the application	Date and hour of receipt	Date and hour of passing	To whom passed on			

**Notes – Application will not be considered complete until stamps and cost have been supplied in full which must be done within three days of the notification as the estimate. All enquiries and complaints shall be accompanied by the Counterfoil. It will be given up when the copy is delivered.**

Serial No.

I received an application for copy bearing the above number. To attention for estimate on .....  
Estimated Stamps and stamp sheets valued at Rs. .... P.  
Supplied on ..... P. ....

Head-Comptroller Clerk

Date