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HOW TO USE THIS QUESTIONNAIRE

This questionnaire is a guide to assist you with some of the information we will require. You have the option of using this form and faxing it back to us, or you may use this as a guide to assist you when you send your letter of instructions to us. Please feel free to contact us by telephone, should you wish to speak to an investigator directly.

Complete this form based on the information you have available. We don't expect this form to be completed in full. The minimum information we require is the subject's FIRST and LAST NAME and the LAST KNOWN ADDRESS, but a Date of Birth can make all the difference.

Correct spelling of the subject's FIRST and LAST NAME is of the utmost importance.

YOUR INFORMATION

NAME OF FIRM: TELEPHONE NO.:

YOUR NAME: FAX NO.:

E-MAIL:

ADDRESS: COUNTY:

POSTAL/ZIP CODE: NAME OF SECRETARY
OR ASSISTANT:

YOUR FILE NO.:

RETAINER AGREEMENT

I hereby authorize SLS Investigations to conduct the enclosed investigation on our behalf. I also confirm that the information supplied is for the following purpose (please insert purpose here, for example Debtor trace, Matrimonial e.t.c.)

If you are paying by credit card, fax or post the form and we will call you.

I am paying by Visa Mastercard Meastro Solo Diners Club
 JCB Cheque Cash

I agree to pay said fees upon receipt of a report and invoice.

Authorized
Signature:.....Date:.....

SUBJECT INFORMATION

FIRST NAME	
SECOND NAME	
OTHER NAMES	
DATE OF BIRTH/OR APPROX AGE	
LAST KNOWN ADDRESS INCLUDING POSTCODE	ANY OTHER ADDRESSES KNOWN
ALL KNOWN TELEPHONE NUMBERS (i.e. home work etc.)	
DATE OF LAST CONTACT	
EMPLOYERS CONTACT INFORMATION	
SUBJECTS PROFESSION OR EMPLOYMENT	
DETAILS OF VEHICLES (Registration number, Make and Models)	
NAMES AND ADDRESSES OF FRIENDS OR RELATIVES WHO MIGHT BE ABLE TO PROVIDE INFORMATION: (PLEASE PROVIDE TELEPHONE NUMBERS)	
BUSINESS OR CREDIT REFERENCES:	

IF YOU HAVE ANY OF THE FOLLOWING DOCUMENTATIONS, PLEASE PLACE AN (X), AND MAIL A PHOTOCOPY TO OUR OFFICE. (Please do not mail any original documentations as we will not be returning them to you).

- () Application (credit, employment, lease, loan, rental, stock, tenancy, etc.)
- () Motor Vehicle Accident Report
- () Bill or Invoice Outstanding
- () Police Report or Offence Notices
- () Credit or Financial Info
- () Returned Cheque
- () Vehicle Registration Info

DO YOU HAVE JUDGEMENT AGAINST THE SUBJECT? () YES () NO
IF YES, PLEASE STATE AMOUNT AND WHEN WAS JUDGEMENT OBTAINED:

Has the subject ever signed a consent giving authorization for you or your client to conduct a financial investigation? (ie. as is usually found in loan, lease or credit application or job application): () YES () NO
Please explain:

WE MUST BE CONVINCED THAT THIS TRACE IS BEING CONDUCTED FOR A LAWFUL PURPOSE.

ARE THERE ANY COURT ORDERS PROHIBITING YOU (OR ANYONE ASSOCIATED WITH YOU FROM CONTACTING THIS PERSON OR BEING NEAR THIS PERSON? () YES () NO

YOU "MUST" GIVE A FULL EXPLANATION WHY THIS TRACE IS REQUIRED. WE WILL NOT BE ABLE TO CONDUCT THIS TRACE UNLESS WE ARE COMPLETELY CONVINCED THAT YOU WILL NOT VIOLATE ANY LAW ONCE WE FIND THE PERSON FOR YOU.

I CONFIRM THAT THE INFORMATION SUPPLIED IS TRUE TO THE BEST OF MY KNOWLEDGE INFORMATION AND BELIEF.

SIGNED..... DATED.....