



KEY ORDER FORM

Company Details

Company Name:						
Address:						
	Suburb:		State:		Post Code:	
Email:			Contact Number:			

Key Order

Property Address:						
	Suburb:		State:		Post Code:	
System Number: (On key)	LCO_____					
Code Number: (MK/A/B/CH)		Key Colour:		Order QTY:		
Code Number: (MK/A/B/CH)		Key Colour:		Order QTY:		
Code Number: (MK/A/B/CH)		Key Colour:		Order QTY:		

If possible, provide photos of keys required with form.

Collection/Payment

Pick Up – Registered signatory:		Delivery (Service call of \$80.00 to be charged):	
Pick Up - Unregistered person/s (Letter from registered signatory and ID required for collection):		Delivery via post (\$19.50 postage):	
Account:		(Invoice will be sent to provided email. Payment to be made before order can be processed.)	
In shop:		(Cash/Card)	

Registered Signatory Name:	
Signature:	

Please send all completed forms to assist@lockcorp.com.au
Incomplete forms will result in a delay in processing.



LOCKSMITH & SAFE SPECIALISTS

www.lockcorp.com.au
assist@lockcorp.com.au

LETTER OF AUTHORISATION

I (*registered signatory*) _____ authorise,
(*unregistered person/s*) _____ to collect this order on
my behalf.

Proof of identity they will provide for collection will be (please select one):

- ☐ Victorian Driver's License
☐ Passport
☐ Other _____

Registered Signatory Name:	
Signature:	
Unregistered Person/s Name:	
Signature:	