



# Royal Victorian Association of Honorary Justices

## DOCUMENT WITNESSING TRAINING {insert branch/DSS area}

Whether you're a newly-appointed Honorary Justice, or just wishing to ensure you're up to date with current procedures, this is an opportunity not to be missed!

Our training team is coming to a venue near you and will cover your duties and legal responsibilities when witnessing documents such as Affidavits, Statutory Declarations, Certified True Copies and Powers of Attorney and more...

- When:** {enter day, date, year}
- Time:** 9.00am – 3.00pm approx. Registration from 8.45am
- Where:** {enter location name and address}  
{add a further information about entry, etc.}
- Cost:** RVAHJ Members (or applied) - **Free**  
Non RVAHJ Members - **TBA**
- RSVP:** {enter day/time, date and year}
- BYO:** Lunch (tea & coffee provided)

**Bookings are essential and, where applicable, will be confirmed on receipt of payment**

Please complete the registration form below and return it to the Branch contact {insert name} details as follows: Phone {branch contact no.} or by e-mail {branch contact address}

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### BOOKING FORM:

Name: .....

BJ/JP Reg'n Number ..... Email .....

Postal Address.....

..... Postcode .....

Contact Ph: Landline.....Mobile.....

I am a member of the RVAHJ     I am not a member of the RVAHJ (please complete payment details)

### Payment details (if applicable):

Branch Bank Details .....

BSB .....

Account Number .....

Please use your BJ/JP number and surname as reference when making payments.

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