



## External consultant request application



I, the undersigned, understand that I am receiving a soft copy that in part and in whole contains intellectual property belonging to ES Design only to assist with carrying out works described below. Under no circumstances will I share this information with any related parties or use this information myself in part or whole on any other project without the prior written consent of ES Design. This includes, but is not limited to, the owner/client of the project.

Name:		
Contact number:	office:	mobile:
Email:		
Company name:		
Project address:		
Detailed reason for obtaining file: (eg. Civil engineer to prepare stormwater plan)		
Relevant qualifications: e.g. B. Eng (civil.)		
I require: <i>(Tick one only)</i>		
<input type="checkbox"/> The drawings to quote the project <input type="checkbox"/> The drawings to undertake the project (only tick if you have been awarded the project) <input type="checkbox"/> Other. Please specify:		
Property owner/ your clients name:		
Additional comments:		
Signature:		Date:

### OFFICE USE ONLY:

Approved YES / NO <i>(Circle one)</i>	
Reasons for rejection:	
<input type="checkbox"/> Missing information/ Detailed reason for obtaining file not specified <input type="checkbox"/> No owners consent/Our client is unaware of request <input type="checkbox"/> Document not signed/Qualifications not suitable to carry out work <input type="checkbox"/> The entity requesting the file is not the entity who intends to use the file	
Additional comments:	
Initials:	Date: