



## Special Delivery Request

This form is to be used when documents are to be sent via post/courier. This form also requires payment to be made based on delivery method, payment options can be found at:

[bit.ly/sibtpaymentoption](http://bit.ly/sibtpaymentoption)

### Student Detail:

Full Name : \_\_\_\_\_

Student ID : \_\_\_\_\_ Contact number : \_\_\_\_\_

E-mail : \_\_\_\_\_

### Delivery Address:

*\* required fields*

Full Name \* : \_\_\_\_\_

Business name (if any) : \_\_\_\_\_

Address Line 1 \* : \_\_\_\_\_

Address Line 2 : \_\_\_\_\_

City \* : \_\_\_\_\_

State/Province \* : \_\_\_\_\_

Post Code \* : \_\_\_\_\_ Country\* : \_\_\_\_\_

Contact number in Delivery Country \* : \_\_\_\_\_

### Document Type (tick the required ones):

Foundation Testamur

Diploma Testamur

Foundation Transcript/Academic Record

Diploma Transcript/Academic Record

Other: \_\_\_\_\_

### Delivery Method (all prices are in AUD)

Domestic - DHL : 1 - 2 working days : \$25

Domestic - Australia Post : 2 - 3 working days : \$13

International - DHL : 5 - 10 working days : \$85

International - Australia Post : 15 - 20 working days : \$45

Price for international method are indicative only, if the price goes above the specified amount then we will be in touch with you.

DHL does not delivery to all address, if this is the case then we will send it via Australia Post Express and contact you for any refunds.

The delivery timeframe is based on standard duration, there might be delay due to unforeseen circumstances.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_