**Invoice Dispute Form**

# Customer details

|  |  |
| --- | --- |
| **Customer number** |  |
| **Customer name** |  |
| **Account contact** |  |
| **Phone number** |  |

**Invoice in dispute**

|  |  |
| --- | --- |
| **Invoice number** |  |
| **Invoice date** |  |
| **Amount ($)** |  |

**Details in dispute** (provide details of why the invoice is being disputed)

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# Please provide a copy of the following

* Invoice where the disputed item appears (indicate the item being disputed)
* Any other documentation that may support your claim

# Signature

I confirm that neither I nor any other authorised agent to the NSW Land Registry Services financial account in dispute:

* In anyway authorised the invoice item(s) being disputed in this claim; or
* Are aware that any item disputed in this claim is in fact correct.

I consent to NSW Land Registry Services providing relevant third parties with copies of this form and supporting documents as part of the activities required to investigate and resolve this dispute.

I understand that this may include personal information contained in such documents.

|  |  |
| --- | --- |
| **NSW Land Registry Services financial account signatory** |  |
| **Date** |  |

**Please return this form to** NSW Land Registry Services at: account.inquiry@nswlrs.com.au.

Completed forms must be returned to the NSW Land Registry Services no later than 30 days after the invoice date where the disputed items were charged.