

Archive Access – Request Form

Please return to [records@ecu.edu.au](mailto:records@ecu.edu.au)

*To be completed by the requestor*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name: |  | | | |
| Contact Telephone |  | Date Request Made: |  | |
| Contact Email Address: |  | | | |
| Relationship to ECU  Ex Staff Member  Ex Student  Current Staff Member  Family Member of Ex  Researcher / Historian  Student / Staff Member    Other | | | | |
|  | | | |  |
| Scope of Request: *The more detail you can provide about what you are looking for, the easier a search will be. Try and be as specific as possible and include names (married and maiden) dates, campus information, courses studied etc.* | | | | |
| What information are you looking for? |  | | | |
|  |  | | | |
|  |  | | | |
| Details of individuals (include maiden & married names) |  | | | |
| Date Range of Search? |  | | | |

Relevant Campus  Claremont  Nedlands  Graylands

Churchlands  Mount Lawley  Bunbury

Joondalup

Teachers College  WACAE  ECU

*Completed by RAMS*

|  |  |
| --- | --- |
| Actioning Officer |  |
| What further information is needed?  *Contact Requester* |  |
| Information found |  |
| Requester contacted & date of access set |  |