



**LLOYD'S REGISTER
RESEARCH SERVICE**

Order Form

Lloyd's Register,
Information Centre,
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E: louise.bloomfield@lr.org

Lloyd's Register Historical Research Service

In addition to maintaining the library and archive, the Information Centre runs an historical research service for those who prefer not to come in to do the research themselves. We are able to provide information from Lloyd's Register publications, including the *Lloyd's Register of Ships*, *List of Shipowners* and *Lloyd's Register of Yachts*, as well as the reference sources held within the organisation's library and in the IMarEST collection at Lloyd's Register.

Our research charges are as follows:

Table of charges

Research charges	UK enquiries (includes VAT)	Overseas enquiries (VAT exempt)
Basic ship/ yacht/ shipowner details from one year (specified by enquirer) of the relevant publication	£18.00	£15.00
Full ship history (per ship)	£30.00	£25.00 per ship
Full yacht history	Apply for a quote	Apply for a quote
Copies of historic yacht plans/survey reports (where available)	£60.00 per yacht	£50.00 per yacht
All other historical research	Apply for a quote	Apply for a quote
Document delivery requests (price includes a copyright licence fee of £9)	£16.80 (for 1-20 pages) £22.80 (for 21+ pages)	£14 (for 1-20 pages) £19 (for 21+ pages)

Once you have decided the level of research you require, (for example, a full ship history or basic details of a yacht), please follow the instructions below:

1. Complete the order form at the end of this information sheet, giving as much detail as you can about the concerned vessel(s)/conference or journal titles required.
2. A separate credit/debit card authorisation form is available should you wish to use this method. Please include full contact details and ensure the form is signed. You will also need to include full **address details** for the card holder and the card's **security number**; this is the **last three digits** printed on the signature strip of the card.
3. If you wish to pay by cheque, postal order or banker's draft, please ensure that your payment is made out to **Lloyd's Register**.
4. If you are enquiring from **within the UK**, please do not forget to add **VAT** at 20% to the total fee (total fee including VAT is shown in the second column of the table of charges). If you are enquiring from a registered company, please advise us of your VAT number.
5. If you are enquiring from **overseas** you are not required to pay VAT (total fee excluding VAT is shown in the third column of the table of charges), but please ensure your payment is in sterling.
6. PLEASE DO NOT SEND CASH BY POST.
7. Please mark your envelope "**Private & Confidential**" and send to the following address:

**Louise Bloomfield, Lloyd's Register Information Centre,
71 Fenchurch Street, London EC3M 4BS, UNITED KINGDOM**

Please note, although every effort will be made to find an answer to your enquiry, there may not always be information available. As we will have spent time looking for information, the charge will have to be implemented even when no information is found.

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1. Please supply full contact details:

Name:	Telephone no:
Address:	Fax no:
	Email address:

2. Details of research required Please supply any relevant background details you have and write vessel/company name or journal/conference title and dates as clearly as possible. Continue on a separate sheet if necessary:

3. Type of research (please tick appropriate box and fill in year required/approx. sailing date):

- Basic ship/yacht/company details** Please specify year: _____
- Full ship history** Approx. sailing date: _____
- Full yacht history** Approx. sailing date: _____
- Copies of yachts plans/survey reports** Approx. date of build: _____
- Other historical research** Maximum no of hours (if applicable): _____
- Document delivery request** Please specify paper reference(s): _____

4. Payment

Please see the table of charges for the Lloyd's Register Historical Research Service and select the charge applicable to the level of research you require. If you are enquiring from within the UK, please make sure that your payment includes VAT.

- *By post:* please ensure that your cheque/postal order/banker's draft is made payable to Lloyd's Register and attached to this order form. Please **do not send cash** in the post.
- *By credit/debit card:* please complete the credit card payment authorisation form and sign it. You will also need to include full **address details** for the card holder and the card's **security number**; this is the last three digits printed on the signature strip of the card.

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