



General Interpreter Request Form

If you have any enquiries please call (08) 9441 2677.
Please return completed form via email bookings@accessplus.org.au OR fax (08) 9441 2600.

Booking Details

Number of Auslan Interpreters Needed:	Number of Deaf Interpreters Needed:
Names of preferred interpreter:	1.
2.	3.
Date of Appointment:	
Start Time:	Finish Time:
Deaf Person's Name:	Hearing person's name:
Venue for assignment – Building Name:	
Street Address:	
Suburb:	Post code:
Please advise parking availability:	
Type of appointment (meeting, interview etc):	
What will be discussed at the appointment:	

Invoice Details

Booking Requested By:	
Phone Number:	Fax Number:
Email address:	Mobile Number:
Charge to (organization name):	
Postal Address:	
Suburb:	Postcode:
Email address for invoice (REQUIRED):	
Invoice attention to:	Your Reference <i>(if applicable)</i> :

Cancellation Policy:	Notice given	Payment required
Cancellation notice over 48 hours will result in an administration fee of \$25 per bookings.	1 business day or less	100% payment
	Between 1 – 2 business days	50% payment
I understand and accept all terms and conditions as specified in Access Interpreting WA Policy		
Please sign/type your name:	Date:	