

**Form for requesting information pursuant to the European
Convention on Information on Foreign Law (ETS No. 62) and
its Additional Protocol (ETS No. 97)¹**

Origin of the request

I. Transmitting agency of the requesting state (if necessary)

Name:

Postal address:

E-mail:

Telephone (where relevant):

II. Authority/person making the request/person who made the request and to whom
any questions of clarification may be addressed

Name:

Postal address:

E-mail:

Telephone (where relevant)

Case number:

III. Decision authorising the request (where relevant)

.....
.....

IV. Authority/body to which the reply should be returned (where relevant with copies to
certain authorities / bodies)

Name:

Postal address:

E-mail:

Information request

V. Requested deadline

Desired date of response:

Justification:

¹ In the case of a request covered by the Additional Protocol, the requesting state must check that the requested state is also a party to the Protocol ([list of ratifications](#)).

VI. Area of law covered by the application

.....
.....

VII. Summary of the facts giving rise to the request for information

.....
.....
.....

VIII. Questions concerning the legislation of the requested state

.....
.....
.....

IX. Additional comments / notes / observations

.....
.....
.....

Attachments

X. Complete list of attachments to the request for information

.....
.....
.....
.....

Date of request	Stamp (where relevant)	Signature	Name of signatory