

AJPA FORM R / RETURN from SERVICE DESK

Please complete the following summary for clients seen at your service desk during the month indicated.

A separate form should be completed for each Service Desk.

- Transfer details from FORM S (Service Desk Client Summary)
- Enter total number of separate JP duties as well as the number of clients for each category

Month & Year		Service Desk location	
Support Group		Person filing return	

No. of JP duties	No. of Clients seen	Total hours worked	Certified Copies - total no. signed	Statutory Declarations	Signatures Witnessed	Affidavits	Other

Please email this summary to

stats@jpauckland.org.nz

by 7th day of each following month