**About this Form**

This form is used to register an interest in having a facility become an Approved Public Record Office Storage Supplier (APROSS).

See additional Form *PRO 39: APROSS Pre-inspection checklist* which includes the documentation needed to be supplied to Public Record Office Victoria (PROV).

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| Company Information: |
| Company name |  |
| Address of proposed APROSS site |  |

|  |
| --- |
| Contact Officer: |
| Name |  |
| Position title |  |
| Phone |  |
| Email |  |

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| --- |
| The proposed facility complies with the following: |
| The proposed facility complies with the requirements for an APROSS as specified in the APROSS Specification (PROS 20/02 S1) | [ ]  Yes  | [ ]  No |
| The facility will be used for the storage of physical format records | [ ]  Yes  | [ ]  No |

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| In the event this facility is approved by the Keeper of Public Records for the storage of physical format public records, I agree, as an authorised representative for this facility, to comply with the above conditions |
| Name of Authorised Person |  |  |
| Title of Authorised Person |  | Date |  |

**Where to send this form**

Upon completion, please submit this form to Manager, Statewide Collections at PROV.

|  |  |
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| Via email | **agency.queries@prov.vic.gov.au** |

***END OF PRO 37 FORM***