

## REQUEST: COPIES OF ADMINISTRATIVE DOCUMENTS OR CONSULTATION OF AN ASYLUM DOSSIER

(1 dossier per request)

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CGRS dossier number: .....

Name of the applicant for international protection: .....

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Please send back this form duly completed, dated and signed:

**By post** Office of the Commissioner General for Refugees and Stateless Persons  
Helpdesk lawyers, trusted persons and UNHCR  
Rue Ernest Blerot, 39  
1070 BRUSSELS

**By fax** 02 205 50 07

**By e-mail** [CGRA-CGVS.Advocate@ibz.fgov.be](mailto:CGRA-CGVS.Advocate@ibz.fgov.be)

Or hand in this form duly completed, dated and signed at the Helpdesk lawyers, trusted persons and UNHCR.

The Helpdesk is open on working days from 9 a.m. to 12:30 p.m. and from 2 p.m. to 4 p.m.

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The undersigned (surname and first name): .....

- applicant for international protection  
 lawyer  
 guardian

would like to receive **copies** of administrative documents<sup>1</sup>

- by post  
 by e-mail  
 will come in person to the CGRS to receive the requested copies

would like to **consult** the asylum dossier.

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<sup>1</sup> The amount due is calculated per page. Under the Royal Decree of 17 August 2007 establishing the remuneration due for photocopies of administrative documents, the following rates apply: up to 50 pages: free of charge; from 51 to 100 pages : 0.05 € per page ; from page 101 onwards : 0.02 € per page. If the photocopies are received in person at the CGRS, the amount due has to be paid in cash on the spot. If the photocopies are sent by post, the amount due plus postal charges have to be paid on account no. 679-2116075-18 in the name of the CGRS. Documents sent by e-mail are free of charge. For practical reasons, only a limited number of photocopies of documents from the dossier of the latest application for international protection will be sent.

Please indicate the documents of which copies are requested:

- Annex 26
- Statement at the Immigration Office
- Questionnaire of the CGRS
- Notes of the personal interview
- Decision of the Commissioner General
- Additional documents with which the CGRS backs up its decision
- Other administrative documents (specify):

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Date:

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Signature of the requester:

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