



# CONTROLLED DRUG REGISTER

Royal College of  
General Practitioners

## Order Form

### PERSONAL DETAILS

Name

Practice

Address

Contact No

Email Address:

### DELIVERY DETAILS

Postal Address if different from above

Postal Address

### ORDER

Quantity	@	Unit Cost	Total
		<b>TOTAL</b>	

### PAYMENT

Please find enclosed a cheque for  £

Please invoice me

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

FOR OFFICE USE ONLY			
Date Order Received		Date Dispatched	
Payment Received	<input type="checkbox"/>	Receipt Issued	<input type="checkbox"/>
Invoiced	<input type="checkbox"/>	Invoice Number	

Payment can be made by cheque (payable to RCGP N.I.) and forwarded to the  
RCGP N.I office, Building 4, Ground floor, Cromac Place, Belfast, BT7 2JB.  
Tel: 02890 230055 Fax: 02890 245577 Email: [rblack@rcgp.org.uk](mailto:rblack@rcgp.org.uk)

# HOW TO ORDER

Please complete this form and return to:

**Post:** RCGP NI  
Building 4, Ground Floor  
Cromac Place  
Belfast  
BT7 2JB

**Fax:** 028 9024 5577

**Email:** [NICouncil@rcgp.org.uk](mailto:NICouncil@rcgp.org.uk)

Please keep a copy for your own records.

If you have any queries please contact us at the email address above or on Tel: 028 9023 0055

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## PERSONAL DETAILS

Please include the details of the person placing the order.

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## DELIVERY DETAILS

If the Delivery Address is different from that included in personal details please state on the form

We aim to dispatch orders within 5 days of receiving the order, but you should allow up to 21 days for delivery.

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## COST

The cost per unit is **£12:00 Inc postage and packaging.**

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## DISCOUNTS

Discounts are available for RCGP members and for large orders. Please contact the NI Council Office to discuss.

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## PAYMENT

Cheque / Postal Order - Please make payable to RCGP NI

Credit / Debit - Unfortunately RCGPNI cannot accept credit or debit payments

BACS - If you wish to pay by BACS please contact the NI Office directly