

## University of Otago Staff Justices of the Peace (JP)

### IMPORTANT NOTES – PLEASE READ

- **The JP is first and foremost a University employee. Their JP role is a community service which they fit around their University work commitments.** Contact JPs as per the contact information on this sheet.
- **When making the appointment to see the JP, please state what service you are seeking** i.e. “Certification of copied documents from an original”, “An Affirmation” etc. and state the number of documents you wish the JP to assist with.
- **When visiting the JP please have all your documents in order** (original followed by the copy) and **do not** pre-sign any documents before you visit the JP.
- **Wednesday “drop in” JP service** (9am-3pm) is also available in the Information Services Building (ISB), in the AskOtago space.

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James Lindsay  
Campus and Collegiate Life  
Services  
Divisional Office

105 St David Street

Available Tuesdays & Fridays 2pm – 3pm  
To make an appointment phone Kerri Fraser on  
479 4069 or email  
[campus.collegiatelife@otago.ac.nz](mailto:campus.collegiatelife@otago.ac.nz)

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Mohammed Rizwan  
Anatomy, School of  
Biomedical Sciences, Health  
Sciences

270 Great King Street,  
Dunedin Central

Available from appointment only. To make an  
appointment phone Mohammed on 03 470 3442 or  
email on [mohammed.rizwan@otago.ac.nz](mailto:mohammed.rizwan@otago.ac.nz)

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Glenn Summerhayes  
Archaeology, School of  
Social Science, Humanities  
Division

2C25  
2<sup>nd</sup> Floor Richardson  
Building

Available from appointment only. To make an  
appointment email Glenn on  
[glenn.summerhayes@otago.ac.nz](mailto:glenn.summerhayes@otago.ac.nz)

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