



DUPLICATE / PRIORITY CERTIFICATE REQUEST FORM

To request a duplicate / priority certificate, complete this form and forward it together with the full payment to **H₂O PRO Pty Ltd, PO Box 831 Mulgrave Vic 3170**
Phone: (03) 9548 4244 Fax: (03) 9548 4288

Surname: _____

First name: _____

Address: _____

Suburb: _____

Postcode: _____

Date of Birth ___ / ___ / ___

Phone (Home): _____

<u>Certificate Required</u>		<u>Date of Course</u>	<u>Duplicate Certificate</u>	<u>Priority Certificate</u>
Pool Lifeguard	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Resuscitation (CPR)	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
First Aid - Level 2 / Senior First Aid	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>

A **fee of \$22.00** (inc GST) is charged for a duplicate / priority certificate. This fee aids in the administration costs of producing a duplicate or priority certificate. To request a **duplicate** certificate you must have previously completed one of our courses. If you urgently require a certificate for an upcoming / recently completed course you can use this form to request a **priority** certificate. Priority certificates will be mailed within 3 working days of receipt of payment and course completion.

PAYMENT OPTIONS

Enclosed is my cheque or money order for **\$22.00** or please debit my credit card:

Card Type: Visa Mastercard

Card holders name: _____ Card N^o: _____ / _____ / _____ / _____

Cardholder's signature: _____ Card Expiry: _____ / _____ Payment Amount: \$ _____

OFFICE USE ONLY: Date Received: _____

Certificate Sent: _____

Receipt No: _____

Credit Card Payment: Yes / No

C / C Processed: _____