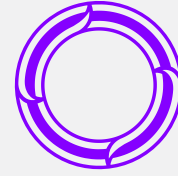


CERTIFICATE REQUEST FORM



**TE
MAHI
AKO**

If you are overseas we can only send an e-certificate

To request a certificate, please fill in the following information and email it to info@temahiako.org.nz. Please complete all requested information, as this will assist us to keep our records up-to-date.

The cost for a replacement certificate including courier within New Zealand is \$60 including GST.

PLEASE NOTE: We are unable to reprint certificates issued by Skills Active. We can provide you with a copy of your NZQA record of achievement, please contact your [regional learner advisor](#).

1. Learner details

First names

Last name

Date of birth - - NSN

Workplace

Postal address

Street

Suburb

City

Postcode

Contact details

Home phone

Mobile

Personal email

Company email

2. Card/certificate details

Type of certificate e-cert Paper copy

PLSA certificate

PLPC certificate

NZQA certificate

Assessor certificate

Raft card

Qualification name

Reason for replacement

3. Finance details

Purchase order number (if applicable) Invoice Workplace Individual

- Invoices for certificates will be issued on the first of each month. Please include invoice number and name as payment reference
- We will issue your certificate within 21 working days of receiving payment
- Paper certificated can only be couriered within New Zealand. If you are overseas, e-cert may be ordered.

Signature