

REFRIGERATION TRANSITION AND RECOVERY CERTIFICATION PROGRAM REQUEST FOR CERTIFICATE REPRINT

Please Complete Both Sides Of This Form Before Faxing or Mailing - Incomplete Forms Will Be Returned

Complete the section below, and mail this form, along with your check or money order payable to: **Ferris State University - CCTT** to the address on the reverse side of this form,

PLEASE PRINT OR TYPE CLEARLY - THIS INFORMATION WILL BE USED TO PROCESS YOUR REPRINT - UNCLEAR OR UNREADABLE FORMS WILL BE RETURNED

Reprint Information

Certification Number or Social Security Number - & **Reprint cannot be done without this number:**
Social Security Number is for identification only it is not printed on your certification.

ENTER CERTIFICATION NUMBER OR SSN HERE →

E-Mail Address:

Daytime Phone:

First Name

Initial

Last Name

Jr./Sr.

Mailing/Street Address

City

State

Zip Code

Reprint Options

Please indicate which certification you would like reprinted. (if ordering both a 608 and 609 reprint, this is considered 2 reprints. Please see pricing information on each reprint option) EPA Section 608 EPA Section 609 (Automotive) Both

Please check the box next to the reprint option you wish to purchase

Option 1

Laminated Wallet Card – This option contains a heat sealed laminated wallet card only. Cost is \$25.00. (if purchasing 2 or more reprints at the same time the cost for the first reprint is \$25.00 each additional reprint is \$20.00)



Option 2

Standard Reprint – This is a one page document with the certificate at the top of the page and it is approximately 8 1/2" X 3 1/2" in size. The punch out wallet card is at the bottom of the page and there is a cold seal laminate pouch in the package so that you can laminate your card. Cost is \$20.00. (if purchasing 2 or more reprints at the same time the cost for the first reprint is \$20.00 each additional reprint is \$15.00)



Option 3

Large Certificate Reprint – This is an 8 1/2" X 11" Wall Certificate suitable for framing. There is no wallet card with this certificate. Cost is \$20.00. (if purchasing 2 or more reprints at the same time the cost for the first reprint is \$20.00 each additional reprint is \$15.00)



Option 4

Combo Reprint – This option contains both a large wall certificate and a heat sealed laminated wallet card at the discounted cost of \$30.00. (if purchasing 2 or more reprints at the same time the cost for the first reprint is \$30.00 each additional reprint is \$25.00)



This is our most popular Option

Payment Options/Information

Check Money Order



When paying by credit card we now need your CVV2 number, please follow the instructions listed below to find this number and include it on this form. If you are using a Visa, Mastercard or Discover, please provide the 3-digit verification number found on the back of your card. This is a non-embossed number printed on the signature panel on the back of the card, immediately following the account number. When paying by credit card you can also fax your completed form to (231) 591-5821



Example of Visa, MasterCard, Discover & Diners Club CVV2 Number



Example of American Express CVV2 Number

Credit Card Number _____ Expiration Date _____ / _____ CVV2 Number _____

If Credit Card Holder is different than person ordering reprint please complete the section below

Cardholder Name: _____

Cardholder Address: _____

Cardholder City: _____ St. _____ Zip _____

Cardholder Telephone Number: _____

Signature: _____

Mailing Options

Mailing by U. S. First Class Mail (7 - 10 Days) is included in the cost of a reprint, you may also choose to upgrade your shipping for the following extra charges.

FedEx Next Day Shipping (1 Business Day)	\$28.00	NO. OF REPRINTS	_____
FedEx Two Day Shipping (2 Business Days)	\$22.00	COST OF REPRINTS	_____
USPS Priority Mail (2 to 3 Business Days)	\$12.00	OPTIONAL SHIPPING	_____
U.S. 1st Class Mail & 1 Fax or E-mail Copy of Certificate <input type="checkbox"/> Fax <input type="checkbox"/> E-Mail	\$ 8.00	See chart above	_____
Fax Number: _____		TOTAL	_____



**CENTER FOR CERTIFICATION
TRAINING & TESTING**

**FSU-CCTT
1020 MAPLE STREET - Suite 117
BIG RAPIDS, MI 49307
Toll Free: (866) 880-7674
Fax: (231) 591-5821
E-Mail: cfc@ferris.edu**

A note about certification numbers: Your certification records are held in our secure database by Social Security Number, this number is used for identification only. All certification materials are printed with an assigned number from our database. My signature below authorizes Ferris State University to access these records and issue a reprint.

Signature: _____

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