

PERMISSION FORM: Consent to post certificates

If you are unable to collect your certificates in person or nominate a representative to collect on your behalf and wish them to be posted, please complete the actions below.

- 1) **Complete and sign the form below** to give permission for your certificates to be posted, to take responsibility for the loss of certificates due to the postal service and in case any details on the certificates are incorrect. Return the completed signed form to exams.data@mv16.org.uk along with a copy of a **form of identification that confirms your home address** (e.g. driving licence, utility bill, bank statement, etc) (please note copies of identification will be deleted/destroyed once certificates have been posted)

- 2) **Payment of £7.50** made, to cover the costs of the second class recorded delivery service, stationery, and administration fee.

Payment Details:

Name:	NET - Melton Vale P16
Sort Code:	16-26-32
Account Number:	12602656

Candidate Name	Email Address	Telephone Number
<input type="checkbox"/> Certificates should be sent to my home address. I confirm that I am taking full responsibility in case of loss of my certificates during the postal process and in case any details on my certificates are incorrect.		
Postal Address and Postcode <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/>		
Candidate Signature		Date

For office use	
Date form received	
Date certificates posted	