



**American
Red Cross**

of Central Texas

Central Texas Area Headquarters
2218 Pershing Drive
Austin, Texas 78723
Phone: 512/928-4271
Fax: 512/928-2816

Replacement Certificate Form

This information is required in order to verify and type replacement certificates (cards). If you cannot provide all the information, please provide as much as possible. Without adequate information, we may be unable to issue a replacement certificate (card). *Certificates can only be replaced for courses that took place in our geographical jurisdiction.*

Name (when card issued) _____

Address (when card issued) _____

Street Address

City, State, Zip Code

Name of Course Taken _____

Date Course Completed _____

Month Day Year

Instructor's Full Name _____

Location of Course _____

A processing fee of \$10.00 (per class requested) is required before search begins (allow 2 weeks for delivery). \$5.00 Extra if Card is needed immediately. Enclose your check or money order with this completed form and return to this office.

PROCESSING FEE IS NOT REFUNDED IF WE ARE UNABLE TO VERIFY YOUR PARTICIPATION OR COMPLETION OF THE COURSE OR CERTIFICATION HAS EXPIRED.

I HAVE READ AND AGREE TO THE PROCESSING FEE POLICY.

Signature _____

Date _____

Current Mailing Address _____

Current Phone Numbers _____

INTERNAL USE ONLY

Date Received _____ Amount \$ _____ Pass/Fail Instructor _____

Class _____ Verified By _____ Mailed/Given on _____