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Passport size with  
your name  
endorsed behind  
here

### RE-ISSUED CERTIFICATE FORM - (GIA FORM A3)

|                                |                   |
|--------------------------------|-------------------|
| Membership Registration Number | Date (dd/mm/yyyy) |
|--------------------------------|-------------------|

*Please fill the relevant sections and attach all necessary supporting documents or proofs.*

|                            |                      |                              |
|----------------------------|----------------------|------------------------------|
| Current First Name         | Current Middle Name  | Current Last Name            |
| Previous First Name        | Previous Middle Name | Previous Last Name           |
| Date of Birth (dd/mm/yyyy) | Email Address        | Phone Number                 |
| Physical Address           | Postal Address       | Global Position System (GPS) |

*GIA does not email scanned certificates. Please provide a physical or mailing address you would like the certificate to be sent to if you would not come in person to collect the certificate. Anyone sent to collect the certificate on your behalf must have an authority note signed by you and a proof of identity.*

Physical Address or mailing address

*Reason for applying for a re-issue*

|                              |                             |                              |                             |
|------------------------------|-----------------------------|------------------------------|-----------------------------|
| YES <input type="checkbox"/> | NO <input type="checkbox"/> | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| Damaged Certificate          |                             | Lost Certificate             |                             |

*This form must be returned with a photocopy of the candidate's identification document showing their correct name and date of birth. Acceptable forms of valid ID's include: Passport, National I.D or Driver's License. If you have requested a change of Applicant name, you must submit a statutory proof of the change of name and/or date of birth which has been gazetted. The applicant must also submit a statutory declaration signed by a lawyer stating that they have lost their original certificate. In the case of a damaged certificate, Applicant must submit the damaged certificate along with these forms*

*Returning this form*

|                              |                             |                              |                             |                              |                             |
|------------------------------|-----------------------------|------------------------------|-----------------------------|------------------------------|-----------------------------|
| YES <input type="checkbox"/> | NO <input type="checkbox"/> | YES <input type="checkbox"/> | NO <input type="checkbox"/> | YES <input type="checkbox"/> | NO <input type="checkbox"/> |
| Proof of Change of Name/DOB  |                             | Proof of Damaged Certificate |                             | Proof of Lost Certificate    |                             |

*Cost of Re-Issue Certificate*

*The cost of re-issued certificate is ..... Payment would be accepted via Mobile Money, and Direct Bank Deposit. A receipt will be issued upon submission of proof of payment. Note courier charges are **not** inclusive.*

*Payment Mode*

Mobile Money: .....

Bank Deposit: .....

Cash Payment: .....

*The re-issued certificate would indicate **in writing on the certificate** that it is re-issued and not the original. The certificate would be ready for collection within 21 working days.*