



Ph: (02) 9211 4110
 Fax: (02) 9211 4118
enquiries@barmax.com.au

P.O. Box 909
 Broadway NSW 2007

OFFICE USE ONLY: Signature <input type="checkbox"/> Checked <input type="checkbox"/> Completed <input type="checkbox"/> Initial <input type="checkbox"/>			
	RSA	RCG	Bar / Ckt
Course Code:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Cert #:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Paid:	<input type="text"/>	<input type="text"/>	<input type="text"/>

- Re-Issues incur an Administration Fee of **\$50 per Certificate**.
- Please fill out ALL information and sign. Return to the above contact details.
- Payment can be made either by Credit Card, posting in a Money Order (Obtained at Post Office). Cheques are acceptable but require clearance before certificate issue.
- Re-Issues are processed every **Friday**. Please return this form with **PAYMENT** by the prior **Thursday** to ensure processing. Re-Issue Forms not received by close of business **Thursday with payment** will NOT be processed.
- Urgent Certificate Re-Issues can be processed at an urgency fee of \$75 per Certificate & will be processed within 24hrs of form being received.
- Reissues are sent via Registered Post and Australia Post will require a signature upon receipt
- Reissue Forms are held unpaid for ten working days. If payment is not received within this period the form will be deactivated and a new re-issue form will be required.

METHOD OF RECEIPT: (Please tick one)

Post (if ticked fill out below address for mailing) Pick Up (Broadway Location ONLY)

Address for Mailing Street Address: _____

Suburb: _____ Post Code: _____

Contact Info Phone: _____ Mobile: _____ Email: _____

ATTENDEE / COURSE DETAILS

Full Name of Attendee at time of course: _____

Approximate date when completed course: (i.e. May 2004) _____

Certificates to be re-issued (Please tick): RSA RCG Bar Course Cocktail Course

Course Location: _____

Certificate number (if known): _____

Any other relevant information: _____

Attendee's Signature: **X** _____

Attendee's signature is required to verify enrolment completed at course.

PAYMENT DETAIL – AMOUNT: \$	(\$50 Fee Per Certificate / \$75 Fee Per Urgent Certificate)		
Please tick method of payment:	Credit Card <input type="checkbox"/>	Money Order <input type="checkbox"/>	Cheque <input type="checkbox"/>
Money Orders & Cheques are to be made out to BarMax Australia			
If paying by credit card: Please debit my credit card automatically for the Amount stated above.			
Card	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Card Holder:	_____		Exp Date: / / _____
Cardholder Signature:	_____		CCV (3 digit verification number): _____