



# Card Order/Replacement/Upgrade

Use this form to order new, replace a lost or damaged card, or to upgrade from a Junior to an adult certification. Please note that NASE/WASI implemented an electronic record keeping system in early 2001. Records prior to this may be difficult to locate. If your certification was before this date, we may not be able to process your request unless you provide proof of certification as outlined below. You must still complete this form to begin the process. Allow two weeks for processing unless you pay for overnight service. **Please do not call without first completing and submitting this form.**

## Your Current Contact Information

FIRST NAME	MIDDLE INITIAL	LAST NAME	<input type="checkbox"/> MALE <input type="checkbox"/> FEMALE	DATE OF BIRTH (MM/DD/YYYY)
STREET ADDRESS OR PO BOX (LINE 1)		ADDRESS (LINE 2)		
CITY	STATE/DISTRICT/PROVINCE	ZIP/POSTAL CODE	COUNTRY	
MOBILE PHONE NUMBER		HOME PHONE NUMBER		
BUSINESS PHONE NUMBER		E-MAIL ADDRESS		

## Your Contact Information at Time of Training *(List Only if Different From Above)*

FIRST NAME	MIDDLE INITIAL	LAST NAME	<input type="checkbox"/> MALE <input type="checkbox"/> FEMALE	
STREET ADDRESS OR PO BOX (LINE 1)		ADDRESS (LINE 2)		
CITY	STATE/DISTRICT/PROVINCE	ZIP/POSTAL CODE	COUNTRY	
MOBILE PHONE NUMBER		HOME PHONE NUMBER		
BUSINESS PHONE NUMBER		E-MAIL ADDRESS		

## Course Information *Supply as much information as you can*

<input type="checkbox"/> OPEN WATER (OR JR O/W)	<input type="checkbox"/> RESCUE	COMPLETION DATE (APPROXIMATE OR EXACT)
<input type="checkbox"/> ADVANCED OPEN WATER	<input type="checkbox"/> SPECIALTY: _____	<input type="checkbox"/> OTHER: _____
INSTRUCTOR NAME	DIVE CENTER NAME	TRAINING LOCATION

## Instructions

- If this form originally opened in a web browser window, save it to your hard drive and re-open it in Adobe Acrobat (version 8.0 or higher).
- Complete this form in Acrobat, applying a digital signature where indicated.
- E-mail the completed form, along with the attachments listed below, to [admin@naseworldwide.org](mailto:admin@naseworldwide.org).
- The more information you can supply, either on this form in an attachment, the faster we can find your records. Scan and save attachments in JPEG, TIFF or PDF format.

### Attachments to Include *(\*denotes required)*

- A digital photo, head and shoulders (no hats or sunglasses), at least 375 pixels wide by 450 pixels high (TIFF or JPEG, no bigger than one megabyte)\*
- Documentation of any legal name change (i.e., marriage certificate, etc.)
- A copy of both sides of your original certification card
- A copy of any wall certificates you were issued showing certification
- A copy of log book pages, signed by your instructor, showing completion of training dives

### Processing Fees *(check one)*

- Standard processing: US\$30     Digital Card - VirtualCard: US\$30  
 Priority processing (overnight or shipping outside the USA): US\$50

Please note that your card will not be charged until we confirm that a replacement is possible

## Credit Card Information

CREDIT CARD NUMBER	<input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> AMEX	
EXPIRATION DATE	SECURITY CODE	
NAME AS IT APPEARS ON CARD		
BILLING ADDRESS		
CITY	STATE/PROVINCE	ZIP/POSTAL CODE
COUNTRY	SIGNATURE	

You will not be billed if we are unable to replace card