**Request for additional service SAQ certificate**

You can request the following additional services for your existing certificate (please select):

Hard copy of the digital certificate on SAQ certificate paper CHF 100.00

Exchange of the hard copy certificate for a digital certificate CHF 100.00

Order a physical certificate duplicate CHF 100.00

Change of certificate language (previous certificate must be returned) CHF 100.00  
  German  English  French  Italian

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| 1. **Personal details of certificate holder (all fields must be completed)** | | | | | |
| First name |  | | Name |  |
| Street / No. |  | | Postcode/City |  |
| Private phone |  | | E-Mail private |  |
| Date of birth |  | | Employer |  |
| Certificate no. |  | | Certificate title |  |
| 1. **Billing address (if different from private address)** | | | | | |  |
| Full address | |  | | | |
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| 1. **Signature of certificate holder** |

|  |  |
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| ,  Place and date | Signature of certificate holder |

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| By signing this document, the certificate holder declares:   * that the information provided is complete and truthful. * that the certification requirements in accordance with the examination regulations and certification program are fulfilled. * to be aware of the cost implications of the additional service ordered. | |
| Send form by email to:  Certificates Client Advisor Bank: [banking@saq.ch](mailto:banking@saq.ch)  IT certificates: [itpc@saq.ch](mailto:itpc@saq.ch)  All other certificates: [pc@saq.ch](mailto:pc@saq.ch) | If you change the certificate language, you must return the previous physical certificate to SAQ:  SAQ Swiss Association for Quality  Personnel Certification  Ramuzstrasse 15  3027 Bern |