REQUEST FOR REPLACEMENT OF IoD-Gh CERTIFICATE (S) FORM

Title: Prof./Rev./Dr./Mrs./Mr./Ms./Miss

Surname: ....

First Name: ....

Middle Name: ....

Other Names: ....

Postal Address: ....

Contact Number: ....

Email Address: ....

Name of Organization: ....

Designation/Position: ....

Membership Number: ....

Year of Admission: ....

Reason for replacement:

☐ Certificate(s) lost

☐ Certificate(s) damaged

Please tick one of the following boxes:

☐ I have enclosed the Certificate(s) to be replaced.

☐ I have not enclosed the Certificate(s) to be replaced as the Certificate(s) are lost. I have, instead, attached a Police Report.

I require a replacement of:

☐ Training Certificate

☐ Membership/Fellowship Certificate

☐ Training and Membership/Fellowship Certificates

Charge for replacement:

☐ Training Certificate is GHS 300.00

☐ Membership/Fellowship Certificate is GHS 500.00

☐ Training and Membership/Fellowship Certificates combined is GHS 800.00

You need to submit the request form alongside the Proof of Payment Receipt for the replacement and a Police Report to membership@iodghana.org and copy ceo@iodghana.org. Contact IoD-Gh Secretariat on 0240714798 (Call/WhatsApp) for the Payment Account Details.

I acknowledge that any Certificate (s) replaced remains the property of IoD-Gh and should be returned if my Membership ceases for any reason.

By signing this form, I undertake to return my Certificate(s) to IoD-Gh should these subsequently be found.

Signature: .... Date: ....

Please submit the completed form and supporting documents to membership@iodghana.org