

## National Board *Certificate of Accreditation/Acceptance* Revision Request Application

Certificate Type being revised:     NB-360     NB-369     NB-371     NB-390

Certificate Number (when applicable): \_\_\_\_\_

Company name and address as it appears on your CURRENT *Certificate of Accreditation/Acceptance*:

Company Name:

Company Address:

**REVISION TYPE:**

**Name Change** (includes company name and/or division)

Changing to: \_\_\_\_\_  
 \_\_\_\_\_

**Scope Change**

Changing to: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Address Change** (a review at your new location may be required)

Distance from previous location (in miles): \_\_\_\_\_

Changing to:	<b>Physical Address:</b>	<b>Mailing Address</b> (if different from physical address)

## National Board *Certificate of Accreditation/Acceptance* Revision Request Application

### Conditions

**Applicant agrees:**

- To meet the requirements of NB-381, *Quality Program for Inspection Organizations*.
- To meet the requirements of NB-263, RCI-1, *Rules for Commissioned Inspectors*.
- That the *Certificate of Accreditation/Acceptance* will be used only by the named certificate holder and in the manner prescribed in NB-381.
- To notify the National Board of any organizational name or address changes (physical or mailing).
- That the National Board may perform audits or unannounced visits, at the certificate holder's expense, as deemed necessary to assure compliance with the rules of the National Board and the certificate holder's quality program.
- To surrender the certificate should the certificate holder discontinue the scope of activities, or at the request of the National Board.
- When applicable, to be authorized by a jurisdictional authority that has responsibility for administering the boiler and pressure vessel laws in one jurisdiction in which the AIA is operating (with the exception of NB-360's).

***By signing this form, you agree that the information on page 1 of this form is correct, and you acknowledge you have read and understand the conditions listed above.***

**X**

\_\_\_\_\_  
Signature of Authorized Company Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name of Authorized Company Representative

\_\_\_\_\_  
Printed Title of Authorized Company Representative

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**NOTE:** You should continue using the company name that appears on your current *Certificate of Accreditation/Acceptance* until the revised Certificate is issued. Upon issuance you will receive an emailed copy of the revised Certificate.

**Along with this form you must also submit:**

**For NB-369, NB-371 & NB-390:**

- A CONTROLLED copy of your revised QC Manual
- \$50 revision fee  
(proforma invoice will be emailed upon receipt of this application)

**For NB-360:**

- A CONTROLLED copy of your revised QC Manual
- A copy of the revised ASME QAI-1 Certificate

**If you have any questions please contact the Accreditation Department at 614.888.8320**

Submit completed form to:  
[Accreditation@nationalboard.org](mailto:Accreditation@nationalboard.org)

or

The National Board  
1055 Crupper Avenue  
Columbus, Ohio 43229-1183

***Please Note: An incomplete/improperly completed application may delay the processing of this request. Please be sure your form is complete before submitting.***