

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

*This form is to be used to revise the name, location or scope of your current certificate.*

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

**COMPANY NAME AND ADDRESS AS IT APPEARS ON YOUR CURRENT CERTIFICATE:**

**REQUESTED REVISION** (for a name and/or location change provide the information exactly as it appears in your QC Manual):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Revision Type:**

\*Name Change                     
  Scope Change                     
  \*\*Location Change (a review at your new location may be required)

**\*For name changes:**

Is this name change due to an Ownership Change?     YES     NO

IF YES, by checking the box below, the new owner agrees that they will take full responsibility for all work performed under the previous company name as it appeared on the *Certificate of Accreditation/Acceptance*.

If the new company does not want to take responsibility for previous work performed under this Certificate, an NB-463 form will need to be submitted to apply as a new Authorized Inspection Agency (AIA), Federal Inspection Agency (FIA), or Owner User Inspection Organization (OUIO).

**Yes, we agree to the above statement.**

**\*\*For location changes:**

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

Mailing address (if different than your physical address):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_  
Date

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

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

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

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

**Along with this form, before the revised certificate may be issued, the following must also be submitted:**

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

- A CONTROLLED copy of your revised QC Manual
- \$50 revision fee

**For NB-360:**

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

NOTE: Payment can be made by Credit Card, Check or Wire Transfer. For security reasons, **we DO NOT accept credit card payments via email**. If you prefer this method of payment, please call the National Board *Accounting Department* at 614.888.8320 ext. 217 or fax your credit card information, along with this form, to 614.985.4615.

<b>NATIONAL BOARD USE</b>	Company ID#
	Amount Paid
	Date
	Check No/Type of Payment