

## National Board "R" or "NR" Certificate of Authorization Replacement/Additional Stamp(s) Request Form

STAMP(S) BEING REQUESTED:  "R"  "NR" Certificate Number: \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_  
(As it appears on your Certificate of Authorization)

PHYSICAL ADDRESS  Send stamp(s) to this address

MAILING ADDRESS  Send stamp(s) to this address

REASON FOR REQUEST:  Need Additional Stamp(s)  \*Damaged/Broken  Lost/Stolen

NUMBER OF STAMPS BEING REQUESTED: \_\_\_\_\_

**\*If this request is due to a damaged or broken stamp, the damaged/broken stamp must be returned to the National Board Accreditation Department at 1055 Crupper Avenue, Columbus, OH 43229.**

THE FEE FOR A REPLACEMENT/ADDITIONAL STEEL SYMBOL STAMP IS \$75 PER STAMP.  
(a proforma invoice will be emailed upon receipt of this form)  
**PAYMENT MUST BE RECEIVED BEFORE THE STAMP(S) CAN BE SENT OUT.**

### BRIEF EXPLANATION FOR THIS STAMP REQUEST:

If you are requesting an expedited service, in the explanation box below, please provide your courier (UPS, FedEx, DHL) account number to be used for the shipping costs.

  X    
Signature of Authorized Company Representative

\_\_\_\_\_  
Date

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

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

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

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

Submit completed form to:  
[repairstamp@nationalboard.org](mailto:repairstamp@nationalboard.org) or The National Board  
1055 Crupper Avenue  
Columbus, Ohio 43229-1183

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