



# CORRECTION/DUPLICATE REQUEST FORM



**A \$12 Processing fee applies in the following cases:**

- ➔ Duplicate certificate requests made more than 6 months after the class date.
- ➔ Corrections for errors made by the affiliate.
- ➔ Address corrections for certificates that were undeliverable or returned.

Send request to: [newyork@americansafetyinstitute.com](mailto:newyork@americansafetyinstitute.com)  
or fax to: **1 (850) 656-0109**

## Information on Certificate:

Student Name: \_\_\_\_\_ Driver License #: \_\_\_\_\_

Gender: \_\_\_\_ Male \_\_\_\_ Female Class Completion Date: \_\_\_\_\_

Student Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

## Correct Information:

Student Name: \_\_\_\_\_ Driver License #: \_\_\_\_\_

Gender: \_\_\_\_ Male \_\_\_\_ Female Class Completion Date: \_\_\_\_\_

Student Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

For more information please contact:

*American Safety®  
9009 Mahan Drive, Suite 501  
Tallahassee, FL 32309  
1-800-800-7121*