



**DUPLICATE CERTIFICATE - REQUEST FORM
FOR LOST OR STOLEN DOCUMENT**

Please complete this form and return by fax with credit card information or mail with Check or Money Order made payable to:
TMHA, * 604 4th Avenue North, Nashville, TN 37219. FAX (615)255-8869. FAXES MUST BE ACCOMPANIED WITH CREDIT CARD NUMBER.

Business Name: _____ (Note: One form per individual)
 Attendee: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Phone: _____ Fax: _____
 E-Mail: _____

Please give a working fax number or email address. This is where your confirmation will be sent.

General Guidelines: You must provide the exact date of the class you attended, for research and verification by TMHA. Please check the appropriate date below... or fill in the date of the class you attended if it was a class held in the current year of 2010. TMHA will not research archive files beyond the previous calendar year [2009]. TMHA will not research or provide certificates for attendance to classes other than those conducted by TMHA.

CHECK <input checked="" type="checkbox"/> COURSE DATE ATTENDED- 15 Hour Initial Licensing Class	TMHA MEMBER	NON-MEMBER
<input type="checkbox"/> February 17 - 18, 2009 <input type="checkbox"/> May 05 - 06, 2009 <input type="checkbox"/> August 18 - 19, 2009 <input type="checkbox"/> November 17 - 18, 2009 <input type="checkbox"/> _____, 2010 [Fill in the blank with the 2010 date of the class you attended.]	\$10 Requests for duplicate certificates must be accompanied with the above processing fee.	\$25 Requests for duplicate certificates must be accompanied with the above processing fee.
CHECK <input checked="" type="checkbox"/> COURSE DATE ATTENDED- 5 Hour Continuing Education Class	TMHA MEMBER	NON-MEMBER
<input type="checkbox"/> February 19, 2009 - Bell Buckle <input type="checkbox"/> March 12, 2009 - Jackson <input type="checkbox"/> March 19, 2009 - Maryville <input type="checkbox"/> April 02, 2009 - Nashville <input type="checkbox"/> May 07, 2009 - Bell Buckle <input type="checkbox"/> July 23, 2009 - Nashville <input type="checkbox"/> August 20, 2009 - Bell Buckle <input type="checkbox"/> September 10, 2009 - Jackson [Memphis] <input type="checkbox"/> September 17, 2009 - Nashville <input type="checkbox"/> September 24, 2009 - Maryville <input type="checkbox"/> November 19, 2009 - Bell Buckle <input type="checkbox"/> December 03, 2009 - Nashville <input type="checkbox"/> _____, 2010 [Fill in the blank with the 2010 date of the class you attended.]	\$10 Requests for duplicate certificates must be accompanied with the above processing fee.	\$25 Requests for duplicate certificates must be accompanied with the above processing fee.

Payment Method: Check or Money Order - Made payable to Tennessee Manufactured Housing Association or TMHA
 Credit Card: VISA MASTERCARD

Card Number: _____ Exp. Date: _____

Signature: _____