

# Application for Duplicate or Certificate Change (ADC)



FO 012 EN; Revision 1; valid from 21.07.2023

**Please fill out the application completely and only in electronic writing!**

## I apply for:

(Please note that it is not possible to issue/change certificates that have already expired).

Issue of a duplicate certificate      Change of a certificate (please attach proof, e.g. proof of name change)      Issue of an additional certificate in the language:  
digital      Print      German      English      French      Spanish

Title of the certification program:	
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Certificate number:		Certificate valid until:	
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## Contact details of the applicant:

Salutation (optional):		First name:	
Title (if available):		Last name:	
Street and house number:		Date of birth:	
Postcode and city:		E-mail:	
Country:		Telephone (optional):	

## Billing:

Applicant (private, as above)

Employer/Company (as below)

Company:			
Street and house number:		First and last name (optional):	
Postcode and city:		VAT ID number:	
Country:		Commercial register number:	
Order number (optional; please attach order if necessary):		General e-mail (general mailbox):	
Fee (plus VAT):			

I **accept** the General Terms and Conditions (GTC) and the General Examination and Certification Conditions (GECC) as well as the program-specific Examination and Certification Regulations (ECR). I **have acknowledged** the Data Protection Notice.

Examination and certification services are **subject to a fee**. The fees are charged in accordance with the fee list valid at the time of commissioning (available at <https://go.tuv.com/perscert-dokumente>). The fee is to be filled out by the applicant in the field "Fee".

Place, date:

Signature of the applicant:

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**Please send the completed application electronically to:**

→ [PersCert.Online@de.tuv.com](mailto:PersCert.Online@de.tuv.com)