

REQUEST FOR REPLACEMENT CERTIFICATE

To obtain a replacement certificate follow one of the options below:

1. Request via fax or email:

- a) Complete information and submit form via fax or email to our office (626-2583; rcohelp@u.arizona.edu).
- b) Certificate will be issued within 2 business days from receipt of form
- c) Pickup certificate at the Radiation Control Office, Babcock Bldg., 1717 E. Speedway, Ste. 1201, with **picture ID presented at this time.**
- d) Note: certificate will be held for 2 weeks after issue date, thereafter both documents will be destroyed, and new documentation will be required.

2. Request in person:

- a) Complete information and hand deliver to the Radiation Control Office, Babcock Bldg. #151, 1717 E. Speedway, Ste. 1201, **with picture ID.**
- b) Certificates will be issued within 2 business days from the receipt of form and sent out via email or campus mail.

PLEASE PRINT

Legal Name: _____

Name on original certificate: _____

Class Type: _____

Phone Number: _____

Send certificate via: email address _____

campus address _____

will pick up in person within the next 2 weeks at the Radiation Control Office

(To be completed Radiation Control Office)

Form Received: _____

Request filled: _____

Requestor's ID type: _____

For RCO USE ONLY – Not for DISTRIBUTION