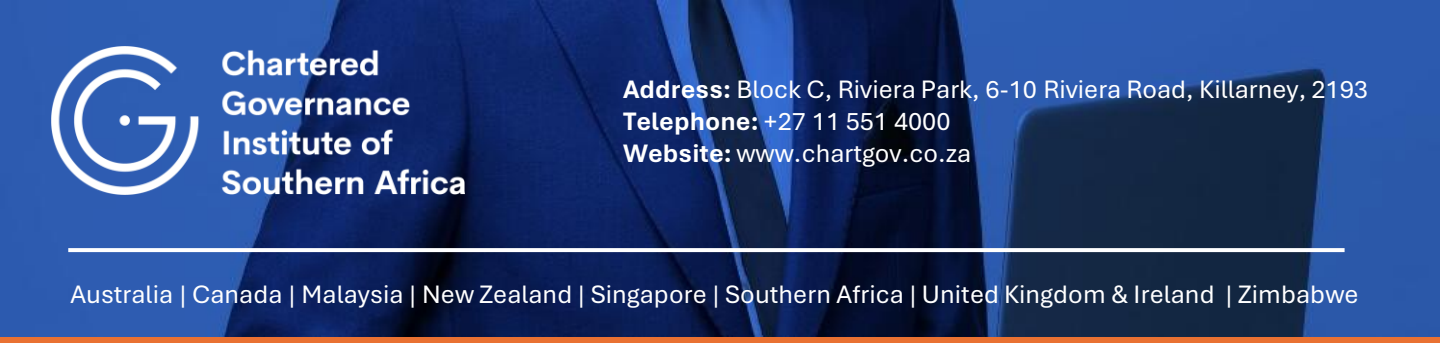

Chartered Governance Institute of Southern Africa

Address: Block C, Riviera Park, 6-10 Riviera Road, Killarney, 2193
Telephone: +27 11 551 4000
Website: www.chartgov.co.za

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REQUEST FOR DUPLICATE CERTIFICATE

PLEASE NOTE: We require at least 3 months for the processing of a duplicate certificate once proof of payment has been received. Please attach a copy of your ID AND deposit slip / Receipt OR other method of payment to this request.

PERSONAL INFORMATION

Title: | Student/Member Number:

Full Name(s):

Surname:

Maiden Surname:

ID / Passport Number:

Physical Address:
(For Courier)

Country: | Postal Code:

Email Address:

Contact No:

Amount Paid:

Payment Date:

Signature | Date:

CERTIFICATE

Certificate type: | Year:

Venue of last exam: | Exam period:

COLLECTION / COURIER

- [ ] I will collect from the CGISA offices
- [ ] Please courier my certificate to me at the above address

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PAYMENT OPTIONS

Please refer to the applicable fee schedule.
Kindly e-mail the completed appeal form and proof of payment to exams@chartgov.co.za

- ☐ Electronic Funds Transfer (EFT)
- ☐ Direct deposit into the CGISA's bank account
- ☐ Card Payment at CGISA's office with a physical card
- ☐ Online payments via the CGISA's online portal

BANKING DETAILS

Account holder: Chartered Governance Institute Southern Africa
Bank details: Nedbank
Branch name: Braamfontein
Branch code: 19 87 65
Account number: 1968 298 991
Reference: Name, Surname and Student Number (**COMPULSORY**)

PERMISSION TO PROCESS YOUR PERSONAL INFORMATION

By ticking the box below:

- You consent to CGISA processing your personal information (including the information provided by you to CGISA in this form), in order for CGISA to fulfil its obligations to you pursuant to this form and agree that CGISA may send relevant communications to you for any purposes referred to in this document and/or in connection with CGISA's activities.
- You acknowledge that processing your personal information is in your legitimate interests and is necessary in order for CGISA to carry out its functions as requested by you in terms of this form.
- You agree to the terms of CGISA's privacy policy which sets out, inter alia, further information as to the personal information which CGISA processes, the purpose for such processing and your rights as a data subject.

☐ If you do not tick the box, CGISA will be unable to fulfil its functions in terms of this form.

Should any of your details change, please notify us of same so that our records are as accurate as possible.