



CERT 5450

Certificate Department  
Royal Yachting Association  
RYA House, Ensign Way, Hamble  
Southampton SO31 4YA  
Tel: 02380 604158

## APPLICATION FOR REPLACEMENT PHOTO ID CERTIFICATE

Please complete and return this form with:

- Proof of the original qualification. See note on evidence of certification overleaf.
- Passport photo with your name written on the reverse.
- The fee of £35.00 (free for RYA Gold and Life members).

Please allow 21 working days for your application to be processed.

I hereby declare that the certificate has been LOST / STOLEN / DESTROYED (delete as appropriate).

I undertake to return the replacement certificate if the original certificate is recovered.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

The data on this form will be used by the RYA for verifying and reissuing your certificate. Your personal data will be processed in line with our Privacy Policy [www.rya.org.uk/go/privacy](http://www.rya.org.uk/go/privacy).

### Applicant's details

First name	Surname
Title (Mr/Mrs/Miss...)	RYA membership number
Address	Date of birth
	Phone (day)
	Phone (evening)
	Phone (mobile)
Postcode	Email
Country	
Any previous address where you may have lived when the certificate was issued	

### Certificate to be replaced

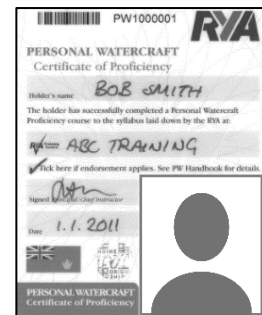
Course	* Delete as appropriate	Date	Training Centre and Instructor's name	Original certificate number, if known	Evidence enclosed (see note overleaf)
Powerboat Level 2	* Planing / Displacement or * Coastal / Inland				<input type="checkbox"/>
Powerboat Advanced					<input type="checkbox"/>
Tender Operator					<input type="checkbox"/>
Personal Watercraft					<input type="checkbox"/>
Day Skipper	* Sail / Motor				<input type="checkbox"/>
Coastal Skipper	* Sail / Motor				<input type="checkbox"/>
Inland Waterways Helmsman					<input type="checkbox"/>

See notes and payment details overleaf.

## Evidence of certification

If your original certificate was a plastic, photo ID certificate similar to the example shown here, it should be recorded on the RYA database and we therefore should not require proof of the original certificate in order to replace it unless, for any reason, it has not previously been registered.

If your certificate was not of this type it will not necessarily be recorded on our database so proof of the original certificate will be required, such as a signed and stamped logbook or written confirmation from the instructor or training centre you successfully completed the course. Without this proof, we will not be able to replace the certificate.



**VIEWING YOUR CREDENTIALS ONLINE;** If you are a current member of the RYA and your certificates have been registered with us then you can view your credentials online under “myRYA” Scroll down until you get to “Your RYA certificates” if you click on there it will show all in date certificates and you will have the option to share them to potential employers

**FAST TRACK SERVICE:** For an additional charge we can guarantee a 3 working day turnaround from the date we receive your application (**excluding delivery time**). If you require this service, please clearly mark your application ‘FAST TRACK’ and include the fee with your form. Please see [www.rya.org.uk/go/fast-track](http://www.rya.org.uk/go/fast-track) for the current fees. Please note: applications cannot be upgraded to Fast Track after they have been received by the RYA.

Fast track applicants submitting their application by email to [fast.track@rya.org.uk](mailto:fast.track@rya.org.uk) will be contacted by our Certification team to arrange payment of the fast track fee.

## Payment

Name of applicant \_\_\_\_\_ RYA membership number \_\_\_\_\_

Name of cardholder as it appears on the card	
Address of cardholder	Phone (day)
Postcode	Email
Country	

## Fee payable

Replacement certificate fee (free for RYA Gold and Life members): ☐ £35.00

Fast Track fee if applicable (see link above): ☐ £ \_\_\_\_\_

Amount to be charged to the card below: £ \_\_\_\_\_

Type of card: Visa / Mastercard / Switch / Maestro (delete as appropriate)

Card number

Start date     Expiry date     Switch issue number   Card security number

Cardholder's signature \_\_\_\_\_