

DUPLICATE DP DOCUMENTS ORDER FORM



Please Complete in BLOCK CAPITALS

Customer No			DP Certificate No			
Last Name						
First Name			Middle Name			
Title	Mr, Mrs, Ms, Other	Date of Birth	DD	MM	YYYY	

	Registered Credit Card Address	Delivery Address (if different)
Address line 1		
Address line 2		
Address line 3		
Town/City		
County/State		
Postcode/Zip		
Country		
Email		
Telephone		

Reason for replacement	<input type="checkbox"/>	Lost	<input type="checkbox"/>	Stolen	<input type="checkbox"/>	Damaged	<input type="checkbox"/>	Change of Name
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Documents required	✓		Price without VAT (Rest of World)	Price with VAT (UK)*
Duplicate Certificate	<input type="checkbox"/>	Credit card size only	£25	£30
Replacement Logbook <small>Please note: Reissued logbooks will be the same style as the one originally issued</small>	<input type="checkbox"/>	Revalidation Logbook A5 size issued from 2017	£49	£58.80
	<input type="checkbox"/>	Black Old Offshore A5 size issued from Jan 2013 – Dec 2014	£99	£118.80
	<input type="checkbox"/>	Grey New Offshore issued from Jan 2015	£99	£118.80
	<input type="checkbox"/>	Burgundy Shuttle Tanker issued from Jan 2015	£95	£111.60
	<input type="checkbox"/>	Purple DPVM Logbook A5 size issued from May 2021	£53	£63.60

Additional charges		Rest of World	UK*
Courier Fee	Applies to all Orders	£40	£48
Admin Fee	Applies only to orders that include duplicate logbooks	£40	£48

Prices for certificates, logbooks and courier – The UK is subject to an additional charge of VAT at 20%, which is already included in the prices marked with an *. This is beyond The Nautical Institute's control.

I enclose the following mandatory items:			
✓	Required for <u>all</u> replacement documents	✓	Additional documents required for black, grey and burgundy logbooks only
	Original police incident report for stolen documents, or		Colour photograph (passport size 35x45mm)
	Original affidavit (sworn statement signed by a solicitor or notary public)		Copy of passport personal details page
			Copy of Certificate of Competency (CoC)
			Copy of Basic/Induction Course certificate

Please debit my credit/debit card with a total of		£												
Card No														
Start Date	MM	YY	Expiry Date	MM	YY	Security Code	Last 3 digits on back of card							
Name of Cardholder														
Cardholder's Signature							Date	DD	MM	YYYY				

Send to: **DP Department, The Nautical Institute, 200B Lambeth Road, London SE1 7JY, UK**
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