



The Clarendon Academy

Aspire to Excellence

CERTIFICATES THIRD PARTY COLLECTION

PERMISSION TO COLLECT A CANDIDATE'S CERTIFICATES

Please print and complete this form

TO: Examinations Officer

I am unable to collect my certificates in person from school, and therefore, give permission for

_____ to collect them on my behalf. **He/she**

will bring proof of identity and a copy of this notification to enable you to release my certificates.

Yours faithfully

_____ Form Group _____

(Signature)

_____ (Print Name)

_____ (Exam/Candidate Number)

NB. Please take a photocopy of this notification before returning it to the Exams Office and tick the box to indicate that you have done so.

