

# Eastern Kentucky University OSHA Training Institute Education Center

OUTREACH, TRAINER CARD and CERTIFICATE REPLACEMENT REQUEST

- If you have misspelled a student's name, listed any information in error, the student card is lost or damaged, or you have lost or damaged a trainer card or course certificate you may use this form to request new documentation. Please enter required information below and return the form to EKU.
- **New plastic card replacements are \$20.**

Eastern Kentucky University  
OSHA Training Institute Education Center  
521 Lancaster Avenue  
Perkins 202  
Richmond, KY 40475  
ATTN: Card/Certificate Replacement  
859-622-6810  
[kristy.poynter@eku.edu](mailto:kristy.poynter@eku.edu)

TO ORDER REPLACEMENT CARD - Complete this request form and mail, fax or email it to EKU OTIEC.

COURSE # (Ex: 30-hr, 10-hr OSHA 501, 511): \_\_\_\_\_ (please specify general industry or construction)

TRAINING START DATE (mm/dd/yyyy): \_\_\_\_\_

TRAINING END DATE (mm/dd/yyyy): \_\_\_\_\_

INSTRUCTOR NAME(S): \_\_\_\_\_

NAME(S) OF STUDENTS NEEDING REPLACEMENT CARD(S) AND CARD # ISSUED:

**NAME(S)**

**CARD NUMBER(S)**

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MAIL OR EMAIL TO:

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**Card fee may be paid by check (payable to EKU) or by credit card on the Web Store**