

National Council of Building Designers Certification



REINSTATEMENT APPLICATION

For Council Use Only:
Date received:
Pmt. received:
Approved by:
Confirmation sent:

PLEASE SEND APPLICATION TO:

The National Council of Building Designer Certification

2962 Saklan Indian Drive
Walnut Creek, CA 94595
Info@ncbdc.com

Be sure to include the following:

1. Reinstatement application fee of \$100.00. Fee will be refunded upon denial of reinstatement only.
2. Unpaid certification fees (\$35 per year, for every year not certified before 2001. \$50/year after 2001)
3. Unsubmitted ceu's (If required)
4. Copy of NCBDC seal (please stamp on the application) Copy of NCBDC certificate.
5. Copy of termination letter.
6. \$90 for NCBDC seal and certificate. (if not previously purchased)

_____ I have already purchased the NCBDC seal and/or certificate (please include a copy of your seal).

_____ I have not yet purchased the NCBDC seal and certificate, and have included \$90 for the purchase of these items.

Part 1. PERSONAL DATA

Application is hereby made for reinstatement by the National Council of Building Designer Certification.

Date of Application: _____

Last Name: _____ First Name: _____

Middle Name or Initial: _____ Date of birth: _____

Home Address (must be physical): _____
(if address cannot be verified through information, you must include a copy of one of your last months utility bills)

City, State, zip: _____

Home phone: _____

Business name: _____

Mailing or Business Address: _____

City, State, Zip: _____

Business Phone: _____ Fax #: _____

E-mail: _____ Cell/ Pager #: _____

Requested date and exam location: _____
(Please see notice #2 above)

Examiner name (if applicable): _____

I prefer my mailings sent to my _____ Business Address _____ Home Address .

UPON CERTIFICATION, I AGREE TO ABIDE BY THE NCBDC REQUIREMENTS, BY LAWS AND CODE OF ETHICS, AND HEREBY CERTIFY THAT ALL INFORMATION ON THIS APPLICATION IS TRUE TO THE BEST OF MY KNOWLEDGE, I DO FURTHER AGREE THAT SHOULD MY CERTIFICATION BE TERMINATED FOR ANY REASON, I ACKNOWLEDGE OWNERSHIP OF THE SEAL AND CERTIFICATE BY THE NCBDC AND WILL RETURN THEM WITHIN 30 DAYS OF TERMINATION.

(Applicant signature)