

AUTHORISATION FOR UPPER WHARFEDALE SCHOOL TO POST EXAM CERTIFICATES

Please complete and sign this form if you are unable collect your exam certificates in person at the Upper Wharfedale School Presentation Evening, or by visiting UWS following the Presentation Evening, and would like to request that the Exams Officer posts them to your home address after the Presentation Evening has taken place.

Your certificates are important legal documents so there is a **£10 charge** for posting them to you. This covers the cost of posting them by Royal Mail Special Delivery (including £750 compensation cover should they be lost or damaged in the post) and packing them in a cardboard-reinforced envelope.

Please make a payment by bank transfer to Upper Wharfedale School's bank account:

- Account Name: **NYCC Upper Wharfedale School**
- Sort Code: **05-09-09**
- Account Number: **17826954**
- Bank Name: **Yorkshire Bank (Virgin Money)**

Candidate Name	
Date of Birth	
Postal Address	

I authorise Upper Wharfedale School to post my examination certificates to the address provided above and accept the risks of sending these important legal documents through the post. If the certificates are damaged or lost, I agree that Upper Wharfedale School cannot be held responsible, but UWS will provide me with postal tracking information and will undertake to claim compensation from Royal Mail on my behalf.

I have made a payment of **£10.00** by bank transfer to cover the cost of postage and packing. I transferred the payment to UWS's bank account (**05-09-09 17826954**) and used the candidate's name as the payment reference.

Signed (by the candidate):

Date: