

## Application for Re-issued Result Notice / Exemption Letter

If you wish to apply for re-issued result notice(s) / exemption letter(s), please complete this part below and return this together with a cheque or bank draft to the *Conversion Examination Board, c/o PCLL Conversion Examination and Administration Limited, 6/F, United Centre, 95 Queensway, Hong Kong*. Please note that the administration handling fee is HK\$50 per copy.

Name: \_\_\_\_\_

HKID: \_\_\_\_\_

Passport no. & Country of Issuance  
(if candidate is not a HKID card holder)

Please tick the appropriate box

### Method of collection:

- Correspondence address on previous application form (if you wish the documents to be sent to a different address, please send us a separate letter to change your address first)
- Collection at our office

### Re-issued exemption letter requested:

(Please fill in your evaluation application no., e.g. A212000 and the number of copies you require)

- Exemption letter \_\_\_\_\_ (Application no.) \_\_\_\_\_ no. of copies x \$50 = \$ \_\_\_\_\_
- Exemption letter \_\_\_\_\_ (Application no.) \_\_\_\_\_ no. of copies x \$50 = \$ \_\_\_\_\_

### Re-issued result notice requested:

(Please specify which examination you wish to obtain, e.g. Jun 21 and the number of copies you require)

- Result notice \_\_\_\_\_ (Month/Year) \_\_\_\_\_ no. of copies x \$50 = \$ \_\_\_\_\_
- Result notice \_\_\_\_\_ (Month/Year) \_\_\_\_\_ no. of copies x \$50 = \$ \_\_\_\_\_
- Result notice \_\_\_\_\_ (Month/Year) \_\_\_\_\_ no. of copies x \$50 = \$ \_\_\_\_\_

Total: = \$ \_\_\_\_\_

Cheque no.: \_\_\_\_\_ Bank: \_\_\_\_\_ Bank a/c no.: \_\_\_\_\_

(Please make cheque/ bank draft payable to **"PCLL Conversion Examination and Administration Limited"**. If applicants are using e-cheques, e-cheques should be made payable to **"PCLL Conver Examin & Admin Ltd"**. Please note that the full name and short-form **CANNOT** be used interchangeably. Applicant's name should be specified in the remarks of the e-cheque.)

Signature: \_\_\_\_\_

Date: \_\_\_\_\_