

**APPLICANTS REPEATING ONE OR TWO REPORTS ONLY ARE REQUIRED TO RE-SUBMIT THE FOLLOWING DOCUMENTATION:**

**Main Package:**

1. Application **Form A**
2. A **certified** cheque\*, money order in the amount of the **\$375.00\*\*** and made payable to **CANADIAN INSTITUTE OF PUBLIC HEALTH INSPECTORS** or, if paying by VISA, MasterCard or American Express include the credit card payment form
3. One of each written report they are required to repeat, with **Form E** as coversheets on each copy

**Secondary Package:**

- One copy of Application **Form A**
- One copy of each written report they are required to repeat, with **Form E** as coversheets on each copy.

Please refer to the “Candidate Information and Instructions” package available at [www.ciphi.ca/boc.htm](http://www.ciphi.ca/boc.htm) for complete instructions on how to submit an application and access forms.

Incomplete applications that require follow up by the BOC Secretariat will be subject to a further \$50.00 Administrative Fee and may ultimately result in the Board of Certification being unable to accommodate them at the examination.

\* No personal cheques will be accepted

\*\* Fee was increased Dec 2009 to reflect increased business costs