

**SCOTTISH BUILDING APPRENTICESHIP**

# AND TRAINING COUNCIL

If you completed your apprenticeship prior to April 2000, SBATC are able to carry out a search for your information. Under GDPR the search is free, however should you require a copy of your Certificate, there is a fee of £60 (£50 + VAT @ 20%).

Please complete the form below and return to SBATC. A search will be carried out of SBATC databases and archives and confirmation will be sent to the intended recipient once payment has been made.

|  |  |
| --- | --- |
| Name |  |
| Registration Number (if known) |  |
| Date of Birth |  |
| Address at time of Apprenticeship |  |
|  |  |
|  |  |
| Current Address |  |
|  |  |
|  |  |
| Telephone Number |  |
| Trade |  |
| Commencement Date of Apprenticeship |  |
| Completion Date |  |
| Employer |  |
| Address of Employer |  |
|  |  |
|  |  |
| **FOR OFFICE USE ONLY** |  |
|  |  |
| Application Received |  |
|  |  |
| Cheque Number |  |
|  |  |
| Cheque Amount |  |
|  |  |
| Record Found |  |
|  |  |
| Letter/Card Sent |  |