Data Report Order Form

Attention: **National Board Order Department**
1055 Crupper Avenue Columbus, Ohio 43229-1183
Fax: 614.847.1147 Phone: 614.888.2463

Please provide the following information to obtain manufacturer's data reports. The information is obtainable from the original nameplate. If the nameplate is **NOT** stamped with a National Board Number, that vessel **WILL NOT** be registered with us. **Orders exceeding four (4) National Board Numbers may take longer to process.** We recommend placing small orders on separate days for best processing time. **Please group items together by manufacturer's name.**

Original Manufacturer's Name (REQUIRED)	National Board # (REQUIRED)	Manufacturer's Serial #	Year Built

Email Address: _____
(Data Report(s) & prepaid invoices will be sent to this address)

Company Information (REQUIRED)

_____
Company Name
_____
Attention
_____
Mailing Address
_____
City, State, Zip

Mail to: (if Email is not preferred)

_____
Company Name
_____
Attention
_____
Mailing Address
_____
City, State, Zip

Person Placing this Order: _____
Phone Number: _____
Fax Number: _____
Your Purchase Order Number: _____ (if required by your company)

☐ **Regular Service** ☐ **RUSH Service**

- Data Reports cost **$26.00 per page**. Additional pages may consist of repairs, alterations, partial data reports or supplementary sheets. We will notify you if any one National Board Number has more than 4 attached sheets.
- **Regular Service** orders are processed in 5-10 working days and will be emailed along with the prepaid invoice (unless otherwise noted on this order form). The time may be extended if the order exceeds four (4) National Board Numbers, additional research is required or there are problems with payment. Order of nine (9) or more National Board Numbers may be sent by postal mail if too large to be emailed.
- **RUSH Service** orders of four (4) or fewer National Board Numbers **will be processed within 36 hours for an additional $26.00 flat fee.** RUSH orders will be emailed along with the prepaid invoice.

PREPAYMENT IS REQUIRED – We accept Mastercard, Visa or American Express. **For security purposes, we do not accept credit card payments via EMAIL.** Please FAX the completed form to 614.847.1147. You may also call the National Board Order Department at 614-888-2463 between 8:30 AM and 4:30 PM E.S.T.

☐ **Mastercard** ☐ **Visa** ☐ **American Express**

Credit Card Number: _____ **Exp Date:** _____ **Security Code:** _____

Name as it Appears on Card: _____