

ENGINEERS REGISTRATION BOARD

Telephone:.....
Tel/fax.....
Website: <http://www.erb.go.tz>

P.O. Box 2768,
Dodoma.
E-mail: info@erb.go.tz



FORM FOR POSTAGE OF REGISTRATION CERTIFICATE (To be filled by the applicant and send to Registrar-ERB)

1.0 PROFESSIONALS DETAILS:

Name of the applicant:

Address:

Mobile No:.....Email address

Registration No: Category of Registration:Date of Registration:.....

2.0 REQUEST OF CERTIFICATE:

I.....hereby request my registration certificate to be posted through the following address:

Signature: **Date:**

3.0 POSTAGE CHARGES AND REQUIREMENTS

- (a) The applicant is required to pay **TShs. 25,000** as postage and administrative costs,
- (b) For payments please call +255..... to obtain **Control Number** and for Registration Certificate enquiry call number +255..... during office working hours, and attach pay slip as evidence of the payment made.
- (c) Attach copy of identification documents such as Passport, National ID, Voters ID or driving license
- (d) Scan those documents, and send to registrar@erb.go.tz

4.0 DECLARATION: _

I,....., declare that, I am solely responsible for the safe delivery of the certificate to be posted to the above address and shall not hold the ERB responsible in a manner whatsoever in the case of its loss, damage or destruction theft or otherwise in the course of its delivery by the mode indicated here above. I further, declare that, the Board shall not stand obligated to re-issue any replacement certificate.

Declared on this..... day of20..... Signature:...

**Certificates are posted only to upcountry registered member/Firm through EMS services who for various reasons cannot collect their certificates personally, otherwise professionals/technicians are required to collect their certificates personally at ERB offices.*

For any clarification you may contact

5.0 FOR OFFICIAL USE ONLY

- (a) All necessary fee paid yes/no.....
- (b) Approval by AR-ReTA.....
- (c) Issued by Signature..... Date.....