



## OFFICIAL RECEIPT REQUEST FORM

STUDENT INFORMATION			
Legal Last Name	Legal First Name	Preferred First Name	
Birth Date (DD/MM/YYYY)	E-mail	Phone	
Student ID Number	First Semester at Dorset College (MM/YYYY)	Last Semester at Dorset College (MM/YYYY)	
Mailing Address in Canada (number and street)	City	Province	Postal Code

SERVICE AND DELIVERY OPTIONS				
<p><b>We provide Regular Service only. Service time is 5 to 10 working days. Fee is CAD \$10 cash only.</b></p> <p>The Official Receipt fee must be paid in advance. All fees paid are non-refundable. Please present your payment receipt to the office when you pick up the copy of your official receipt.</p>				
<b>Please select the delivery option:</b>				
I will pick up the copy of my official receipt myself	Please mail me the copy of my official receipt to my address in Canada			
Please mail me the copy of my official receipt to the following address:				
Mailing Address (number, street)	City	Province/State	Postal Code	Country

PLEASE SIGN BELOW			
Student's Signature:		Date (DD/MM/YYYY):	

OFFICE USE ONLY	
Total amount received: \$ _____	Receipt No.:
Received and processed by:	Completion date (DD/MM/YYYY):
<b>Notes:</b>	