

The Reset Certification Scheme

One card, one standard.

Please ensure when submitting your application(s) you follow the checklist below and that **ALL** the items listed are provided and accompany your application(s).

- A fully completed, signed and dated, RCS COMPANY registration form.
- A fully completed, signed and dated, RCS INDIVIDUAL application form for EACH APPLICANT.
- Two identical COLOUR PASSPORT photographs for each INDIVIDUAL application.
- A good quality COLOUR copy or print of each INDIVIDUAL'S passport, PHOTO driving licence, or other OFFICIAL photo ID.
- The ORIGINAL CERTIFICATES – NOT COPIES – for ALL qualifications and competences listed in Section 6 of the individual application form(s) and to be included on the RCS card(s).
WE CAN ONLY INCLUDE QUALIFICATIONS AND COMPETENCES IF THEY ARE ACCOMPANIED BY THEIR ORIGINAL CERTIFICATES.
- Good quality, high resolution COLOUR copies of each INDIVIDUAL's health and safety or specialist skills cards (CSCS, ECS, Gas Safe, PASMA, IPAF, Street Works, etc.)
- RECENT proof of address for the applicant(s) – issued in previous 3 months – e.g. ORIGINAL UTILITY BILL, ORIGINAL Bank Statement (with financial details omitted); ORIGINAL official employer's document such as payslip (showing address with financial information omitted), or other official document showing the applicant's address.
- A fully completed, signed and dated, direct debit mandate form for the RCS Company monthly subscription.
- A fully completed, signed and dated, direct debit mandate form for the RCS card(s) monthly subscription.

Thank you

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