



TEST SITE APPLICATION REQUEST FORM

WRITTEN EXAMINATION - RIGGER

Please submit this form when you have found a facility that meets the test criteria and you are ready to commit to a specific exam date. This form **MUST** be submitted at least four (4) weeks prior to the requested test date selected below. Incomplete forms or forms with no signature may delay processing. You will receive an approval letter with a site number to document on your candidate applications. Candidate applications are due no later than two (2) weeks prior to the Written/Practical Exam test date.

Will the test be **OPEN** to candidates outside your company / organization and listed on the NCCCO web site?
 Yes No

Test Site Coordinator: Please indicate the best time of the day for the Chief Examiner to contact you.
 _____ AM / PM

Please type or print neatly (FILL OUT COMPLETELY)

TEST SITE COORDINATOR		
COMPANY/ORGANIZATION		
MAILING ADDRESS		
CITY	STATE	ZIP
TEST SITE COORDINATOR CELL PHONE	COMPANY PHONE	COMPANY FAX
E-MAIL (TEST SITE COORDINATOR/REPRESENTATIVE)		
REQUESTED DATE OF TEST	<input type="checkbox"/> CHECK HERE IF THIS IS YOUR FIRST TEST ADMINISTRATION	
COMPANY/ORGANIZATION TEST SITE LOCATION (If different form above)		
COMPANY REPRESENTATIVE AT TEST SITE LOCATION (If different form above)		COMPANY REPRESENTATIVE CELL PHONE
TEST SITE ADDRESS (If different form above)		
CITY	STATE	ZIP
# of Rigger Candidates _____	# of Testing Rooms _____	NUMBER OF RIGGER HANDBOOKS REQUIRED FOR THIS ADMINISTRATION <input style="width: 50px; height: 20px;" type="text"/>
<p>I have read and understand the expectations of the Test Site Coordinator as well as the Criteria for the Test Site as described in the Rigger Test Site Coordinator Handbook available on the NCCCO web site at www.nccco.org.</p>		
Test Site Coordinator Signature		DATE

Please return this Request Form for approval at least (4) weeks prior to requested exam date:
International Assessment Institute (IAI)
600 Cleveland Street, Suite 900
Clearwater, FL 33755
Phone: 727-449-8525, Fax: 727-461-2746, E-mail: kim@iaiaexam.com