

PADI® MEMBERSHIP TRANSFER REQUEST FORM

INSTRUCTIONS

If you will be moving from one country to another, it may be necessary for you to transfer your PADI Membership from your current PADI Office to the PADI Office that services the area to which you are moving. This can be accomplished easily through the use of this form. It is important that you begin this process as soon as you are aware of your relocation.

Please complete this form and send a copy to both your current office and the new office. This will inform the

offices of your move and they will work together to ensure your transfer is completed as quickly as possible and that there is no interruption of your PADI Membership benefits and status. This process must be complete and you must receive notification from the new office of your membership status **before** you begin teaching scuba in the new country.

If you have questions about this process, please contact your current office, the new office, or PADI.

PLEASE PRINT CLEARLY

Name _____ PADI No. _____
First Middle Initial Last

Birth Date (Day/Month/Year) _____ Sex M F Occupation _____

Office currently registered with _____ **EFFECTIVE DATE** of your move _____
(Day/Month/Year)

NEW ADDRESS — This must be your employment or residence address in the new country.

Street Address _____

City _____ State/Province _____

Country _____ Zip/Postal Code _____

Home Phone (_____) _____ Business Phone (_____) _____

FAX (_____) _____ email _____

CURRENT ADDRESS — This is needed so the offices may contact you for additional information if necessary, and to inform you when your membership transfer is complete.

Street Address _____

City _____ State/Province _____

Country _____ Zip/Postal Code _____

Home Phone (_____) _____ Business Phone (_____) _____

FAX (_____) _____ email _____

The **NEW** address above will become both your permanent and mailing address for PADI records. All membership benefit mailings (*The Undersea Journal*, *Training Bulletin*, membership renewal, insurance application, standards revisions, student certification cards, etc.) will be mailed to this address. If you wish to use a different address, please provide that address and an explanation why this is necessary, on a separate sheet of paper. Your request will be given consideration.

Member Signature _____ Date (Day/Month/Year) _____

WHITE COPY - NEW OFFICE

YELLOW COPY - CURRENT OFFICE

PINK COPY - MEMBER

- You must fill out this form completely and send a copy to both offices. Retain this pink copy for your records.
- Allow 4-5 weeks before your move for this process to be completed.
- There may be requirements, unique to the new office, that you must meet prior to teaching, for example, liability insurance. You will be notified of these requirements.
- The new office may charge an administrative fee to establish your file and to ensure that you receive member mailings. You will be notified of this fee.
- Remember, you may not begin teaching scuba in the new territory until you receive notification of your status from the office which services that territory.
- You are required to renew your membership each year with your **Home** Office.
- If you wish to establish a **Service** Office, you must apply to that office (and meet the requirements) at the beginning of each calendar year. To apply, please use a Service Office Request Form. A **Service** Office fee may be charged to maintain your file and ensure that you receive member mailings. You will be notified of this fee by the Service Office.
- If you have any questions regarding these procedures, please contact your Home Office, the new office or PADI.

PADI® Worldwide

30151 Tomas Street, Rancho Santa Margarita, CA 92688-2125 USA
 (800) 729-7234 (949) 858-7234 • FAX (949) 858-7264 • www.padi.com

Each PADI Office provides local products, publications and services tailored to their respective service territory. For more information on diving in a specific territory, please contact the appropriate office.

PADI OFFICES WORLDWIDE

PADI Americas

30151 Tomas Street
 Rancho Santa Margarita, CA 92688-2125 USA
 Phone: (800) 729-7234, (949) 858-7234, FAX: (949) 858-7264

Service Territory includes: Caribbean, Central America, South America, United States, and all countries and territories not served by the offices below.

PADI Asia Pacific Pte. Ltd.

Unit 3, 4 Skyline Place, Frenchs Forest, NSW 2086, Australia
 Phone: 61 2 9451 2300 Fax: 61 2 9451 9999

Service Territory includes: Australia, New Zealand, Brunei, Cambodia, Chagos, China, Hong Kong, India, Indonesia, Kiribati, Laos, Macao, Malaysia, Mongolia, Myanmar (Burma), Nauru, Nepal, Pakistan, Philippines, Pitcairn Island, Singapore, South Korea, Sri Lanka, Taiwan, Thailand, Tuvalu, Vietnam, and other Asian Pacific territories not already served by PADI Americas, or PADI Japan

PADI Canada

3771 Jacombs Road, Building C, #535
 Richmond, B.C., V6V 2L9, Canada
 Phone: (800) 565-8130, (604) 273-0277, FAX: (604) 273-0299

Service Territory includes: Canada

PADI Europe Ltd.

Oberwilerstrasse 3
 CH-8442 Hettlingen, Switzerland
 Phone: 41-52-3041414, FAX: 41-52-3041499

Service Territory includes: Andorra, Austria, Bosnia and Herzegovina, Belgium, Croatia, France, Germany, Israel, Italy, Liechtenstein, Luxembourg, Macedonia, Republic of Maldives, Monaco, Netherlands, Portugal, Serbia, Spain, Switzerland

PADI International Ltd.

Unit 7, St. Philips Central, Albert Rd.
 St. Philips, Bristol, BS2 OPD, UK
 Phone: 44-117-300-7234, FAX: 44-117-972-1821

Service Territory includes: United Kingdom, Africa, Eastern Europe, Mediterranean, Middle East, Republic of Ireland, Russia

PADI Japan

1-20-1 Ebisu-Minami
 Shibuya-ku, Tokyo 150, Japan
 Phone: 813 57211731, FAX: 813 57211735

Service Territory includes: Japan (including Okinawa)

PADI Norway

Waldemar Thranesgt, 84B
 0175 Oslo, Norway
 Phone: 47-22-380259 or 47-22-380281, FAX: 47-22-380301

Service Territory includes: Norway, Denmark, Faeroes, Greenland, Iceland

PADI Sweden

Gullbergs Strandgata 36D
 411 04 Goteborg, Sweden
 Phone: 46-31-159800, FAX: 46-31-153200

Service Territory includes: Sweden, Estonia, Finland