



# ASE CERTIFICATION REIMBURSEMENT CLAIM FORM



IMPROVING THE QUALITY OF AUTOMOTIVE REPAIR AND SERVICE

## NAME(S) OF ASE TEST(S) SUCCESSFULLY COMPLETED:

(i.e. Brakes, Heating and Air Conditioning, Painting & Refinishing, Automobile Parts Specialist, etc.)

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## DATE AND PLACE (CITY NAME) TEST WAS TAKEN:

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## REIMBURSEMENT AMOUNT CLAIMED:

Number of Regular Tests successfully completed: \_\_\_\_\_ X \$30.00 = \$ \_\_\_\_\_ Total Claim

Number of Advanced Level Tests (L1 & L2) successfully completed: \_\_\_\_\_ X \$60.00 = \$ \_\_\_\_\_ Total Claim

Number of Recertification Regular Tests successfully completed: \_\_\_\_\_ X \$30.00 = \$ \_\_\_\_\_ Total Claim\*

Number of Recertification Advanced Level (L1 & L2) successfully completed: \_\_\_\_\_ X \$60.00 = \$ \_\_\_\_\_ Total Claim\*

Reimbursement Check should be made payable to:  Technician  Service Center

\*There is a maximum reimbursement of \$90.00 for any combination of recertification tests.

## PERSONAL DATA:

Name: \_\_\_\_\_

Home Address (street / city / state / zip code): \_\_\_\_\_

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# Years Full Time Work Experience: \_\_\_\_\_

# Different ASE Certifications Now Held: \_\_\_\_\_

Employed By: \_\_\_\_\_

Business Address (street / city / state / zip code): \_\_\_\_\_

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## MEMBER VERIFICATION

Employer (Signature) \_\_\_\_\_

VIP WD (Signature) \_\_\_\_\_

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## NOTE:

Please attach claim documentation:

- 1) Photocopy of ASE test registration sign-up form, or admission ticket, and
- 2) Photocopy of ASE score report

## MAIL COMPLETED CLAIM FORM TO:

ASE Certification Reimbursement • 204 N. Dooley, Suite 300 • Grapevine, TX 76051

Fax Number: 817-430-9559

Please Allow 4-6 Weeks For Processing.

# CONGRATULATIONS

...from the affiliated VIP warehouse distributors, parts stores and service centers on your having successfully received ASE certification or recertification as the result of recent test activity.

We're pleased to recognize your accomplishment by means of this reimbursement program.

#### **PROGRAM RULES:**

- Upon successfully achieving ASE certification or recertification, we will provide reimbursement per the testing levels on reverse side claim form.
- We will not honor any claim for reimbursement of fees related to unsuccessful test activity.
- We will not reimburse the individual's ASE test registration cost.
- Reimbursement is not allowed for pre-test study aids, test preparation courses, work shops, travel expenses, etc.
- 100% of the required information specified on the reverse must be provided.
- Claims must have photocopies of both the ASE test registration sign-up form, or admission ticket, and the resulting ASE certification score report.

# VIP TECH CENTER



## CERTIFICATION TEST REIMBURSEMENT PROGRAM



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