

**There are two ways to complete this paper form for your convenience:**

- 1. Type in your information.** If you have PDF-editing software like Adobe® Acrobat® or Foxit® Reader, you can save your data. Otherwise, you will only be able to type your information, then print out the form and send it to PMI.
- 2. Hand-write your information.** To do this, print out the form first and hand-write your information using blue or black ink. PRINT all information carefully on the lines provided.

All information and documentation must be in English.

**Submit this form by postal mail or fax to:**

Project Management Institute Attention: Program Administration, 14 Campus Blvd., Newtown Square, PA 19073-3299 USA.

Fax to CCR Department at +1 610 239 2257.

You can report your PDU activities online at <https://ccrs.pmi.org/claim> to expedite processing.

PMI ID#:

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If you are a member of PMI, or a registered user of PMI.org, you have an ID number. Your ID number can be located under your myPMI profile on pmi.org. If you are unable to login to PMI.org, you may contact PMI Customer Care at +1-610-356-4600, or send e-mail to [customer care@pmi.org](mailto:customer care@pmi.org).

Prefix (Mr., Mrs., Ms., Dr.):	First Name (given name):	Middle Name:
Last Name (family name, surname). Candidates with only a single name should use last name field:		Suffix:

## CONTACT INFORMATION

**Please Please indicate if your name has changed:**  Yes  No

If there has been changes to your name, please print your new name below. (NOTE: This is how your name will appear on your new PMI credential certificate.)

Prefix (Mr., Mrs., Ms., Dr.):	First Name (given name):	Middle Name:
Last Name (family name, surname). Candidates with only a single name should use last name field:		Suffix:

**Please Please indicate if your contact information has changed:**  Yes  No

If there has been changes to your contact information, please print the new information below. Please complete all fields.

**Preferred Mailing Address:**  Home  Business **Billing Address\*:**  Home  Business

\*If paying by credit card, your billing address must match the address on your credit card statement.

Home Address:	City:	State/Province/Territory:
	Country:	Zip/Postal Code:

Business Address:	Business Name:
	City:
	State/Province/Territory:
	Country:
	Zip/Postal Code:



# PMI Certification Renewal Form

PMP® PgMP® PMI-RMP® PMI-SP® PMI-ACP® PfMP® PMI-PBA®

PAGE 2 OF 2

## CONTACT INFORMATION (continued)

Preferred E-mail:  Personal  Business

E-mail:

Please indicate if your preferred phone or fax numbers have changed:  Yes  No

If there has been changes to your contact information, please print the new information below. Please complete all fields.

Preferred Phone:  Home  Business  Mobile

Country Code:	Area/State/City Code:	Phone Number:	Extension:
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Preferred Fax:  Home  Business

Country Code:	Area/State/City Code:	Phone Number:	Extension:
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## PAYMENT INFORMATION

Check your respective handbook for renewal fees.

PMI accepts checks and money orders made payable to "Project Management Institute" in U.S. dollars drawn on a U.S. bank. You can also make a payment with a credit card.

Please indicate type of payment:

Check   
  MasterCard   
  Visa   
  Bank Transfer   
  American Express   
  Diners Club   
  Discover

Credit Card #:

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Exp. Date:

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\_\_\_\_\_  
Signature

\*\*Calculate and add Canadian resident tax (if applicable):

TOTAL:


\*Please Note: For security purposes, **DO NOT** send this form via e-mail to PMI if paying by credit card.

The member rate will only apply to candidates who are members of PMI in good standing at the time your application is approved. If PMI membership is obtained after this application has been submitted, PMI will not refund the difference. Candidates interested in becoming members of PMI at the time of application for the credential can submit their PMI membership application and credential application at the same time and receive the member rate. To download a copy of the PMI membership application, please visit the membership area of the PMI website.

### \*\* CANADIAN TAX INFORMATION

Canadian billing addresses: In accordance with Canadian tax law, taxes are collected on all certification-related products. The rate of tax varies depending on the province billing address you use. Tax calculations by province are 13% for New Brunswick, Newfoundland/Labrador and Ontario; 14.975% for Quebec, 15% for Nova Scotia, and 5% for British Columbia, Alberta, Saskatchewan, Manitoba, Nunavut, Prince Edward Island and Northwest Territories. Online applications will automatically calculate tax. Downloaded applications will require insertion of applicable tax. Please note that if your employer is paying for this purchase and has been granted tax-exempt status by the appropriate Canadian authorities, you will not be able to use online processing. You will need to mail your application and mail or fax a tax-exempt document meeting the specifications of the Canadian government to the PMI Global Operations Center (fax: +1 610-819-0746)

GST/HST registration: 897944807RT0001; QST registration: 1202723001TQ0001

I have read and accept the terms and responsibilities outlined in the PMI Code of Ethics and Professional Conduct and in the PMI Certification Application/Renewal Agreement.

Signature

Date