

STEP 1
Click on the job you want to edit or delete

Reference or Job ID <small>click to manage</small>	Customer	Trade User	Certificate <small>click to download</small>	Status	Emailed	Created On
123 - 1458	John Dwyer 74 Harrison St Whanganui Whanganui 4500	Scott Wilson	Combined	Open		11/02/2019
2	Wilson, Richard 25 Bayside Drive Browns Bay Auckland	Scott Wilson	Combined View Rol	Completed		10/02/2019
123-9154	James Norman 210 Queen St Auckland Auckland 1010	Scott Wilson	Combined	Completed		5/02/2019
123-9154 (COPY 1)	James Norman 210 Queen St Auckland Auckland 1010	Scott Wilson	Combined	Completed		5/02/2019

STEP 2
Click certificate options and copy or delete

YOUR COMPLETED CERTIFICATE
Using the buttons below, you can email, view, copy or and delete your certificate.

Certificate Options - [View Additional Info](#)

- Email
- View
- Download
- Copy
- Delete

Customer Name: The Warehouse
Phone: 09 563 3652
Mobile: 09 563 3652
Email: warehouse@tra.co.nz
Postal Address: 123 Dominion Rd, Mount Eden, Auckland, 1024
Installation Address: 123 Dominion Rd, Mount Eden, Auckland, 1024

This will copy your certificate and give you the ability to edit any mistakes you have made.

The Warehouse #123-7105 (COPY 1)

simPRO SOFTWARE

Unique ID*: 123-7105 (COPY 1)

Reporting to: -- not applicable --

Customer Name*: The Warehouse

Telephone: 09 563 3652 Landline

Email: warehouse@tra.co.nz

Postal Address*: 123 Dominion Rd, Mount Eden, Auckland, 1024

Assigned to*: Scott Wilson (E200893 exp: 30/06/2020)