

RICHARD LEE PALMER
75 PARK VIEW ROAD
FOUR OAKS
SUTTON COLDFIELD
WEST MIDLANDS
B74 4PR

10/08/2012

To whom it may concern,

Please accept this email as provisional evidence that Richard has successfully completed all elements (the guided learning hours, theory exams, planning and practical elements) of the following qualifications:

Active IQ Level 2 Certificate in Fitness Instructing - Gym
The Training Room Gym Based Boxing workshop
The Training Room Circuit workshop
The Training Room Sports Nutrition Certificate

Additionally Richard has provisionally completed the guided learning hours and planning and practical elements for the following qualification:

Active IQ Level 3 Certificate in Personal Training

All student portfolios are required to go through a verification process, this is a requirement of Active IQ, our Awarding Body. It is necessary to ensure continuity and quality assurance throughout the company. Only upon successful completion of this process can Active IQ certificates be requested. This process can take several months. These Active IQ certificates are the official confirmation of Richard's qualifications. Until these have been received their qualification is only provisional.

It is the responsibility of Richard to become certified through REPs and gain the relevant personal liability insurance.

If you have any further questions/queries please do not hesitate to contact me.

Kind regards,

Kimberley Killeen
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Birmingham South
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