



# Focus on Safety Pty Ltd

## Registration Form Chief Fire Warden Awareness

Please complete and return this form – Email – admin@focusonsafety.com.au

COMPANY NAME (or private participants name if not going through company):

POSTAL ADDRESS:

POSTCODE:

PHONE:

FAX:

CONTACT PERSON:

**PLEASE NOTE:** Please ensure participants are advised to bring their own lunch.  
Morning tea will be supplied by FOS

COST: \$185.00 per attendee

DATE of Training:

START TIME:

DURATION: 2-3 Hours

LOCATION: Focus on Safety

Attendees are asked to arrive at least 10 min prior to course start time. No late attendees will be admitted once the course has commenced and as a result the non attendance fee shall apply. As part of this course a practical assessment is conducted. Attendees are required to wear suitable clothing and safety footwear.

	Candidates Name	USI Number		Candidates Name	USI Number
1			4		
2			5		
3			6		

Are you applying for RPL/RCC Yes  No

If Yes, please fill out the RPL/RCC form (available from Office)

Are you aware of any special needs of your attendees:

Yes  No  If Yes, please inform the office prior to course commencement

### METHOD OF PAYMENT

Cheque or Money Order (Payable to Focus On Safety Pty Ltd)  Credit Card. Please debit my (name account type):  Visa  Master Card  Bankcard **Verification Code** \_\_\_\_\_

Account Number \_\_\_\_\_: \_\_\_\_\_: \_\_\_\_\_: \_\_\_\_\_ Expiry Date: \_\_ / \_\_ Name on Card \_\_\_\_\_

Debit amount: AUD\$ \_\_\_\_\_: \_\_\_\_\_ **Purchase Order Number:** \_\_\_\_\_

Please ensure that the method payment is completed prior to returning to Focus On Safety.

### Cancellation Policy

Focus On Safety Pty Ltd realise that cancellation or deferment of a course is sometimes unavoidable and therefore have established the following guidelines:

- Focus On Safety Pty Ltd registration/booking form binds the client to full payment on completion of the Training or Assessment
- No penalty applies if student is moved to another course date in the first instance. However if student is moved multiple times full course fees will apply
- Full fee if cancellation request is received less than 48 hours before the commencement of the course

**Authorisation:** I have read and agree to the conditions of the Cancellation Policy. I confirm the above enrolment for myself/my company for training to be conducted by Focus On Safety Pty Ltd. No payment will be deducted until commencement of the course.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Position: \_\_\_\_\_ Date: \_\_\_\_\_

**CONFIRMATION NUMBER:**

**Focus On Safety Pty Ltd**

147 Maison Dieu Road, Singleton NSW 2330 AUSTRALIA

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Fax 61 2 65713344

Email admin@focusonsafety.com.au