

Registration Form – Qtec Fire Services in House Training



Company Name: _____

Address: _____

ABN: _____

(for Receipt):

Company name and address must be provided if tax invoice receipt is to be issued to Company

Attendee Name: _____ (one form per person) DOB _____

Attendee Address: _____

Suburb/Town: _____ State: _____ Postcode: _____

Phone: Mob: _____ E-mail: _____

Payment Details - I wish to pay the amount of: \$ _____

By Credit Card: MasterCard Visa Note: we do not accept AMEX or Dinners cards

Credit Card No:

Expiry Date: / Name: _____ Signature: _____

By Purchase Order: Purchase Order No: _____ [must have an account with Qtec Fire]

By Direct Deposit: (please phone for bank details and fax EFT remittance to (07) 3810 6363) EFT deposit date:

By Cheque: (payable 4 days before commencement of course to Qtec Fire Services Pty Ltd)

By Cash/Eftpos: (payable 4 days before commencement of course Do you experience any language or literacy issues? (tick the box)



Qtec Fire Service - Code of Practice for in House Training and Notes section listed below.

Notes:

> All courses commence at 9:00am (sharp) at Qtec Fire Services, 5 Buttonwood Place, Willawong 4110. Arrive at 8:15am.

Note: If a participant is late, they may be denied their place in the training course, as the structure of the course makes it difficult to catch up on the content.

- > Participants with literacy problems will be facilitated and are encouraged to discreetly inform the trainers prior to commencement of the course.
- > **Participants must wear enclosed shoes. A participant will be denied their place on the training course if they do not have enclosed shoes. Fees will not be refunded.**
- > Costs include course materials, morning tea and lunch. **Please note if you have special dietary requirements or food allergies, we recommend you supply your own meals.**
- > Cancellations/postponements will be accepted by phone, facsimile, e-mail or by post up to four (4) working days prior to the course. Should Qtec Fire cancel a course, participants are entitled to a full refund or credit against a future course.
- > Payment is effected (4) working days prior to the course. In the event of a no-show the full cost of the course will be charged. A tax invoice/receipt will be issued upon monies being received.
- > **Successful participants will receive an Certificate of Completion for the ROP and LOP systems training.**
- > Details of training courses and costs are available upon request. A quotation for training at locations other than Qtec is available upon request.

Enquiries: Qtec Fire – 5 Buttonwood place, Willawong 4110. Phone: 07 3711 7544 Fax: 07 3711 7433.