



Academy Address:
137 Williams Road,
Thurgoona NSW 2640

RTO91279
P: +61 0260 431 306 F: +61 0260 433 258
www.thurgoonatraining.com.au E: office@thurgoonatraining.com.au

Postal Address:
4 Bennett Road,
Thurgoona NSW 2640

Please complete and return this form prior to the course date, to ensure your position. You will be contacted confirming your position.

Course: Course Date:

Company:

Contact Name:

Position Held:

Business Address:

Postal Address:

Email Address:

Accounts Email:

Phone #: Fax #: Mobile #:

I, the above, authorise this training and agree to the terms and conditions outlined herein.

Signature: Date: Purchase Order #

Since the 1st of January 2015 learners are required to supply RTO's with their USI number. Without a verified USI number, RTO's cannot issue a certificate. If not already supplied go to www.usi.gov.au and create a USI.

Please list the Given and Surnames of your organisation's participants below. (P = Participant, M = Mobile #)
(Please note mobile numbers help us to ensure persons can be contacted the day before the training is to be conducted)

P1	<input type="text"/>	M	<input type="text"/>	P2	<input type="text"/>	M	<input type="text"/>
P3	<input type="text"/>	M	<input type="text"/>	P4	<input type="text"/>	M	<input type="text"/>
P5	<input type="text"/>	M	<input type="text"/>	P6	<input type="text"/>	M	<input type="text"/>
P7	<input type="text"/>	M	<input type="text"/>	P8	<input type="text"/>	M	<input type="text"/>
P9	<input type="text"/>	M	<input type="text"/>	P10	<input type="text"/>	M	<input type="text"/>
P11	<input type="text"/>	M	<input type="text"/>	P12	<input type="text"/>	M	<input type="text"/>

Payment Options

Invoice: Please attach your company purchase order (if applicable) or fax it to +61 0260 433 258

Cheque: Please attach to this form. Alternatively, we can send you a remittance to attach your cheque to.

Direct Deposit: Hume Bank BSB 640 000
Account # 5578 8959

No fee for cancellation will be imposed providing notification is given in writing seven calendar days prior to course commencement. Cancellation received 48hrs prior to the course will be subject to a 15% administration fee and a non attendance without notification will be subject to 50% of the total course fee. With the exception of CPCCWHS1001 Prepare to work safely in the construction industry, full payment is required prior to the commencement of training.

Office Use Only

Confirmation email sent Invoice sent Payment received