

# Health and Safety Representatives Training Melbourne

Level 10, 440 Collins Street, Melbourne VIC 3000

Send the completed form to:  
Angie Tawa, Course Coordinator,  
Shared Advantage Ltd, PO Box K243, Haymarket, NSW 1240  
Fax **02 9212 6212** | E-mail **whstraining@sharedadvantage.com.au** | Phone **1300 137 006**

## 2017 Course dates (Please tick relevant box)

### 5 day course

- 20-24 March  
 19-23 June  
 4-8 September  
 13-17 November

### 1 day refresher course

- 27 March  
 26 June  
 11 September  
 20 November

Courses run from 9am–4.30pm.

## Your details

Name \_\_\_\_\_

Agency/Department \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Mobile \_\_\_\_\_

Email \_\_\_\_\_

Do you have any special needs?  
(Physical/sensory etc) \_\_\_\_\_

Date elected as a health and safety representative / /

Please confirm my attendance by  Fax  Email

## Cost

**5 Day** Training Course \$660 (inc. GST)

**1 Day** Refresher Course \$280 (inc. GST)

## Payment options (Please tick your preferred option)

### Cheque

Cheque enclosed payable to **Shared Advantage Ltd**

### Credit Card

Mastercard  Visa  Amex

Card Number

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Expiry /

Cardholder's name \_\_\_\_\_

Signature \_\_\_\_\_

### Invoice

Please send invoice for \$660 (inc GST) \_\_\_\_\_

Purchase order no. \_\_\_\_\_

Agency/Department \_\_\_\_\_

Person receiving invoice \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Postal address \_\_\_\_\_

**Cancellation/transfer policy:** Shared Advantage Ltd reserves the right to cancel or postpone courses should participant numbers not be sufficient to proceed. Cancellations/transfers must be made in writing to the Course Coordinator. The following fees apply to cancellations/transfers:

- Three or more weeks' written notice prior to nominated course:  
*Full refund payable*
- Two weeks written notice prior to nominated course:  
*\$50 administration fee*
- Less than two weeks written notice prior to nominated course:  
*Full course fee charged*

**Privacy policy:** This information is being collected for the purpose of training at Shared Advantage. You can access our privacy policy, including information on use, disclosure, security, access, correction and complaints, here or by calling 1300 137 006

Shared Advantage Ltd ABN 58 058 258 914