



SA UNIONS

SA Unions

is a provider of WHS training in SA

2017 State Course Enrolment Form

All participants for Level 1, 2, 3 and re-elected must be elected health & safety representatives

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- Fill out the enrolment form, identifying course enrolling for
- Must be signed off by manager/supervisor
- Send the enrolment form to us
 - Fax: 8279 2223
 - Email: saunions@saunions.org.au

PAYMENT: SA Unions - ABN: 49 207 741 085

- A tax invoice will be sent 2 weeks prior to course date
- Please indicate if you will be paying by :
 - cheque (payable to SA Unions)
 - EFT payments (details on invoice)
 - credit card payment (2.02% surcharge)

COURSE FEES (GST inclusive) effective as of 1/1/17

Level 1 (5 days): Standard \$885, Union Member \$833
 Level 2 (3 days): Standard \$535, Union Member \$485
 Level 3 (2 days): Standard \$360, Union Member \$325
 Re-elected (5 days): Standard \$890, Union Member \$833
 Re-elected (1 day): Standard \$185, Union Member \$175
 H&S Committees: Standard \$290, Union Member \$270

SUBSIDY DETAILS:

Subsidies for HSR's of \$50 per participant per day on course fees are available through a SafeWork SA Grant for Level 1, Level 2, Level 3 and Re-elected. Queries - contact SafeWork SA 1300 365 255

Note: We reserve the right to pursue payment if incorrect subsidy and union deductions are claimed.

WE WILL:

- Advise you immediately if the course is full and offer you a place on the next available course.
- Send you a confirmation letter with details of the course two weeks before the course starts.
- If a course is cancelled we will send notification of the cancellation prior to the course commencement date.
Note: Should we not reach our minimum two weeks prior to course commencement the course may be cancelled. Participants will be offered to enrol in a course date that suits their schedule.

CANCELLATION POLICY:

If you are unable to attend the course – you need to notify us at least 2 weeks prior to the course starting date to avoid any charge.

When an enrolment is cancelled the following cancellation fees will apply:
> than 14 days before course commencement date = Full refund
Between 7-14 days before commencement date = 50% refund
< than 7 days = No refund

If you need more information, phone us on (08) 8279 2248, or email us at saunions@saunions.org.au
Visit our website : www.saunions.org.au/hsrtraining

- If you have any mobility/disability problems please advise us.
- A light lunch is provided daily - if you have any special dietary requirements please advise us prior to the course.**

YOUR DETAILS:

Name
 Postal Address
 Are you a union member? If yes, name of Union:
 * please identify union to receive discount Union discount applies only if union is affiliated with SA Unions

Occupation
 Phone
 Email

YOUR SIGNATURE:

Are you an elected HSR? Yes / No
 Are you a Deputy HSR? Yes / No
 How did you find out about this course?

YOUR EMPLOYER'S CONTACT DETAILS:

Name:
 Postal Address
 Type of Organisation

Phone
 Fax
 Email

Purchase Order : Date :

ADDRESS FOR INVOICING:

Postal Address.....

Please ensure you quote a Purchase Order number if it is a requirement of your organisation.

Phone
 Fax
 Email

Credit Card Details: Payment Method [] Visa [] Mastercard

Name of Card Holder:

Card Holder's signature

Card Number: ____ / ____ / ____ / ____ Expiry of Date : __ / __ nb: 2.02% surcharge applies

ENROLMENT DETAILS:

COURSE NAME (PLEASE FILL IN COURSE DETAILS)	COURSE DATE (S)	FEE (inc. GST)

SUBSIDY CLAIMED (contact SafeWork SA to confirm subsidy eligibility on 1300 365 255 or email help.safework@sa.gov.au
Small Business (less than 100 employees) High Risk Other/Specify _____

EMPLOYER/MANAGER NAME: _____ **SIGNATURE:** _____