

FIRST AID TRAINING — CLIENT REGISTRATION FORM



Company:	Contact:
Address:	Postal Address:
Email:	
Contact Phone No:	Purchase Order No.

Please your required First Aid Course

NZQA Unit Standards Required?

- | | |
|---|---|
| <input type="checkbox"/> Workplace First Aid (8 Hours) Unit Standards 26551 & 26552 | Unit Standards Assessments Required: Yes <input type="checkbox"/> / No <input type="checkbox"/> |
| <input type="checkbox"/> Refresher First Aid (6 Hours) | |
| <input type="checkbox"/> Provide First Aid For Young Children (4 Hours) Unit Standard 25459 | Unit Standards Assessments Required: Yes <input type="checkbox"/> / No <input type="checkbox"/> |
| <input type="checkbox"/> Other: <input type="text"/> | |

Training Venue:

First Aid Manuals to be provided to attendees? Yes / No
(optional – additional charge \$10+GST per person)

Date of Training:

Preferred Start Time:

No of Attendees:

Do any of the attendees have any language restrictions i.e. difficulty in reading or understanding English? Yes / No

Do any of the attendees have any injuries or illness that may affect their ability in practical elements of the training? e.g. kneeling on the floor for CPR. If so, please comment below or call the Operations Manager with details. Yes / No

Is there any additional information our trainer should be aware of prior to the commencement of your training? If so, please comment below or call the Operations Manager with details. Yes / No

Comments/Feedback/Training Requirements:-

Please Note:

- » Individuals completing the Refresher First Aid course must hold a current First Aid Certificate or one which has lapsed within 3 months of the individuals training date.
- » For a copy of our First Aid Student Information Booklet please refer to our website triex.co.nz/health-and-safety-training/first-aid-courses/. If you require any additional information, please don't hesitate to contact the Operations Manager on (03) 343 2997.
- » It is recommended that, due to the practical element of the training, females should wear jeans/trousers, rather than dresses/skirts.
- » For onsite training we require a room with enough floor space for attendees to effectively be able to practice CPR.
- » If no onsite training venue is available, TriEx can arrange a venue for a charge of \$120+GST per day.

Terms and Conditions

- » All prices estimated are GST exclusive
- » Payment of invoice is due 20th of the month following date of invoice unless otherwise notified.
- » Postponement or cancellation of less than three working days may attract a penalty.

Signed: _____

Date: _____

Please send your completed booking form to:
Fax (03) 343 2998 or Email: Rachel.acutt@triex.co.nz