

# Training Registration Form

- › Please discuss course dates with Training Manager before completing this form.
- › Course fees must be received prior to the date of training.
- › Form must be completed in full - incomplete forms will be returned
- › Maximum of 12 persons per course
- › Please print or type details in black ink, suitable for scanning
- › Your enrolment will be confirmed in writing, detailing workshop venue, dates and times
- › Please advise if you require any special learning needs on a workshop by contacting the Training Manager (contacts in document)

## COURSE TITLE- CONSTRUCT AND INSTALL DUCTILE IRON PIPELINE SYSTEMS

COURSE LOCATION:

COURSE DATE:

COURSE FEE:

## COMPANY DETAILS

COMPANY NAME:

ABN:

COMPANY ADDRESS:

SUBURB:

STATE:

POSTCODE:

CONTACT PERSON:

TITLE:

PH:

EMAIL:

## PIPELAYING DETAILS

Please complete pipelaying details for projects. Practical assessment is conducted on site, preferably on the day(s) following the initial workshop, where the pipelayer is to demonstrate practical competency in handling, laying and repairing of the pipeline system in order to achieve competency and Viadux Certification.

Project:

Contact:

PH:

Site Address:

Project start date:

Construction from

TO:

## COMPANY DETAILS

1. NAME (MR/MRS)

2. NAME (MR/MRS)

ADDRESS:

ADDRESS:

SUBURB:

POSTCODE:

SUBURB:

POSTCODE:

3. NAME (MR/MRS)

4. NAME (MR/MRS)

ADDRESS:

ADDRESS:

SUBURB:

POSTCODE:

SUBURB:

POSTCODE:

5. NAME (MR/MRS)

6. NAME (MR/MRS)

ADDRESS:

ADDRESS:

SUBURB:

POSTCODE:

SUBURB:

POSTCODE:

7. NAME (MR/MRS)

8. NAME (MR/MRS)

ADDRESS:

ADDRESS:

SUBURB:

POSTCODE:

SUBURB:

POSTCODE:

9. NAME (MR/MRS)

10. NAME (MR/MRS)

ADDRESS:

ADDRESS:

SUBURB:

POSTCODE:

SUBURB:

POSTCODE:

11. NAME (MR/MRS)

12. NAME (MR/MRS)

ADDRESS:

ADDRESS:

SUBURB:

POSTCODE:

SUBURB:

POSTCODE:

# Training Registration Form

- › Course fees MUST be received prior to the date of training
- › Please notify the Viadux Training Manager when payment has been made by EFT or when a cheque has been sent
- › Workshops that are organised within a week of the training date can only be paid by credit card or EFT
- › Please note that we do not accept American Express

## PAYMENT OPTIONS

Course payment can be made through any Viadux or Reece Group branch, or over the phone.

Course fees must be received prior to the date of training. Please notify the Viadux Training Manager when payment has been made.

Payment is to be made by all customers four (4) days prior to the day of training, unless otherwise agreed in writing by the Training Manager.

If payment is not received prior to the commencement of the workshop, training may be postponed or cancelled at our trainer's discretion.

No Statement of Attainment or Certificate of Attendance can be issued until full payment has been received. Upon cancellation by a prospective trainee, the trainee shall receive a full refund of payment.

In the event of a full workshop being cancelled, no refund shall be given other than rescheduling of the workshop at an extra cost of time and travel as determined by the Training Manager.

## CANCELLATION AND REFUND POLICY

### CANCELLATION BY STUDENTS OR CLIENT ORGANISATION

Cancellation fee will be applied at \$80.00 per person if the course is cancelled within 2 working days of the start date.

Cancellation fee of 75% of the full course cost if the course is cancelled within 24 hours of start date.

If the course is not attended - no refund applies.

### COURSE CHANGES BY VIADUX

Viadux reserves the right to reschedule training course delivery dates if deemed necessary.

### TERMS & CONDITIONS OF SALE

Unless agreed upon in writing, Viadux Standard Terms & Conditions of Sale prevail for training courses delivered by Viadux.

I acknowledge the above and am authorised to confirm the booking:

NAME (Please Print):

SIGNATURE:

## PLEASE RETURN THIS FORM BY EMAIL

Please return this form to the Viadux Training Manager by emailing the Registration & Payment Forms to [charles.cauchi@viadux.com.au](mailto:charles.cauchi@viadux.com.au)

If you have any further questions, please contact us on email: [charles.cauchi@viadux.com.au](mailto:charles.cauchi@viadux.com.au)