

## Sydney Safety Training Pty Ltd

211 Woodville Road VILLAWOOD NSW 2163 Ph 02 9892 3370

E: [bookings@sydneysafety.com.au](mailto:bookings@sydneysafety.com.au)



### TRAINING COURSE GROUP BOOKING FORM

Course Name:	Company Name:
Commencement Date:	Completion Date:
Start Time:	Completion Time:
Your Phone #:	Your Email:
Your Name:	Number of Students Attending:
PO #:	

**Venue:** \_\_\_\_\_

\_\_\_\_\_

**On- site requirements:** For all on-site training, a whiteboard, chairs & tables, pens and electricity needs to be available. A data projector and laptop will be supplied by SST. Please advise if you cannot supply these services on-site.

OR

Our Venue - Sydney Safety Training, 211 Woodville Road VILLAWOOD, right opposite Bunnings. Student parking IN REAR of centre, please follow signs.

**Lunch:** Lunch is not provided at our venue, but a MUNCH VAN arrives each day at 1130am. We do supply tea, coffee and biscuits.

Thank you for booking your training through SST. To assist with your training requirements please check the above details are correct, complete this form and attendance sheet and email to [bookings@sydneysafety.com.au](mailto:bookings@sydneysafety.com.au) or fax to 02 9892 3662. Please ensure this form is returned promptly to ensure your booking is confirmed.

Student Needs (Literacy, numeracy or dietary requirements) \_\_\_\_\_

\_\_\_\_\_

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Number	Student Name	USI#	Signature on day of attendance
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
Trainers name:		Signature:	

## Student Requirements:

- If at Villawood venue - ensure your staff are told to arrive at 7:20am for administration
- Please ensure your staff wear appropriate enclosed footwear & clean attire
- For REFRESHER Training, we need a copy of the last Statement of Attainment which must be in the last three years.**
- PLEASE TICK TO CONFIRM ALL TRAINEES RECEIVED A COPY OF OUR STUDENT HANDBOOK which was attached to your email... thanks**