

## COURSE ENROLMENT FORM



**PrecisionPays**  
Consulting & Training

### PERSONAL DETAILS

Family Name:	Given name/s:
Name as it should appear on the Certificate:	
Street Address:	
Town/Suburb:	Postcode:
Home Phone:	Work Phone:
Mobile:	Email:

### COURSE DETAILS

Course Name:	Date:
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### PAYMENT

<input type="checkbox"/> Visa <input type="checkbox"/> MasterCard	Amount:                      \$
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
Expiry Date: _____ / _____ / _____	Cardholder's Name:
3 digit Security Code (on back of card): ____ ____ ____	Cardholder's Signature:

### WHERE DID YOU HEAR ABOUT US?

Google     Referral \_\_\_\_\_     True Local     Wentworth Courier     Website     Other  
\_\_\_\_\_

### EMERGENCY CONTACT

Family Name:	Given name/s:
Phone:	Mobile:

### SIGNATURE

Name:	Signature:
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Terms and Conditions: 1. Enrolment Requirements: PrecisionPays cannot confirm a place on a course until we are in receipt of a signed enrolment form accompanied by an acceptable form of payment. 2. Transfers: Transfers between courses can be arranged if notification is received 5 full working days prior to the commencement of the course from which you wish to transfer. If less than 5 working days notice is provided the booking is forfeit. 3. Credits: A training credit will be issued in cases where a course transfer is not possible. Requests for a training credit must be made 5 full working days prior to the commencement of the course which can longer be attended, otherwise the booking is forfeit. This credit will be held for a period of 3 months, during which it may be used towards the cost of another training course. If the credit is not used within 3 months it will expire. 4. Refunds: PrecisionPays will issue a refund if notification of non-attendance is given 10 full working days prior to the course date. If notification is received between 5 and 9 full working days prior to the course date a transfer or credit is available. These terms apply irrespective of when a booking is created. 5. Replacements: Request to transfer an enrolment to another person must be notified to the Training Administrator and acknowledged by PrecisionPays prior to the commencement of the course. 6. Cancellation of Course: PrecisionPays reserves the right to cancel at its sole discretion any particular course. In the event that a specific course is cancelled then participants enrolled in that course will be transferred to the next available course and notified by PrecisionPays of the change. 7. Course prices: Prices are subject to change without notice and will be quoted including GST and confirmed at the time of booking.

Please return this form via fax to (02) 9475 4370 or via e-mail to [admin@precisionpays.com.au](mailto:admin@precisionpays.com.au)