

**PLUG & SOCKET REPLACEMENT  
COURSE ENROLMENT FORM**



Please print, complete and **FAX to (02) 4628 5234**

Mail To: NSW Electrical Test & Tagging Pty Ltd, PO Box 4043, Bradbury NSW 2560 or Email To: sales@testntagsw.com.au - Contact Phone 02 4628 8986

**Note:** NSW WorkCover's guide to Testing and Tagging of Electrical equipment states "Plugs and extension sockets may be replaced by a non-electrically qualified person provided the person has been trained, assessed and found to be competent to fit plugs and sockets according to the manufacturer's instructions."

<b>Venue Please Tick</b>	<input type="checkbox"/> <b>Parramatta</b>	<input type="checkbox"/> <b>Time 8.30am - 11.30am</b>	<b>COURSE DATE</b> ____/____/____ See website for Dates
	Parramatta Workers Club Cnr George & Purchase Street Parramatta NSW	<input type="checkbox"/>	
<b>Fees</b>	\$198.00 incl GST		

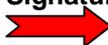
<b>COMPANY DETAILS</b>			
<b>Organisation / Name</b>	<b>Contact Name</b>	<b>Contact Phone</b>	
<b>Postal Address</b>	<b>City</b>	<b>Post Code</b>	
<b>Fax</b>	<b>Email</b>		

<b>PARTICIPANT DETAILS</b>		
<b>Given Name</b>	<b>Family Name</b>	<b>Contact Phone Number</b>

**SPECIAL NEEDS**     Dietary     Building Access     Learning Support     Other

"If you tick one of these boxes you should email or ring us to explain your request."

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

 I have read and agree to the Conditions of Enrolment. By signing the Enrolment Form you accept the Conditions of Enrolment and you are declaring that all information provided is correct and understand that giving false and misleading information is a serious offence.

**Notification of Booking** along with a Tax Invoice will be sent on receipt of your payment.

**ALL FEES MUST BE RECEIVED 5 WORKING DAYS BEFORE THE COURSE** (See Conditions of Enrolment Below)

<input type="checkbox"/> Cheque <b>Enclosed Payable to:</b> NSW Electrical Test & Tagging Pty Ltd – ABN 60 130 435 933	
<input type="checkbox"/> <b>Electronic Funds Transfer</b> <b>IMPORTANT - Please use Invoice No or Name as Bank Reference.</b> Failure to provide a bank reference may result in delays in processing your payment.	Name of Bank – Suncorp Account Name – NSW Electrical Test & Tagging BSB (Branch) Number – <b>484 799</b> Account Number – <b>029 555 196</b>

<input type="checkbox"/> Mastercard 	<input type="checkbox"/> Visa 	<input type="checkbox"/> Amex 	<b>AMEX CARDS incur a 2% Admin Fee</b>
Card Number <input type="text"/>			
Security Number <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		Expiry Date <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/>	
Name on Card _____		Signature _____	

## **CONDITIONS OF ENROLMENT**

This form applies to NSW Electrical Test & Tag Pty Ltd (ABN 60130 435 933) A binding agreement shall arise between you and the NSW Electrical Test & Tag (NSWETT), which shall be governed by the laws of New South Wales, when you accept the Conditions of Enrolment by signing the enrolment form where it reads "I have read and agree to the Conditions of Enrolment"

By accepting these Conditions of Enrolment, you agree to comply with the NSWETT Policies and Procedures as published on the Web site: [www.nswtestntag.nsw.com.au](http://www.nswtestntag.nsw.com.au) and in the Student Handbook.

By accepting these Conditions of Enrolment, you are confirming that you or your employees fulfil all entry requirements for the course in which you are enrolling.

By accepting these Conditions of Enrolment, you agree to pay the course fee for the course you have selected under this Enrolment Form. Upon receipt of the Course Fee, (5 working days before the course) NSWETT agrees to supply to you pre course reading material. NSWETT reserves the right to withhold the course materials in the event that you fail to pay the course fee as and when it becomes payable.

NSWETT notes that, depending on your particular course, you may need to provide your own equipment in addition to the Course Materials at your cost. Subject to successful completion of all assignments and the Course Fee being paid in full, NSWETT will issue you with appropriate certification for your course.

*Payment must be received in full 5 business days prior the commencement course to secure your position. If payment is not received within 5 business day your enrolment maybe withdrawn and given to a person on the waiting list for that course.*

**Late bookings:** will be taken if course numbers allow — (please phone us on (02) 4628 8986 to make arrangements). Cancellations will be refunded less a 15% administration fee if received in writing 3 business days prior to the commencement of the course. For cancellations notified less than 3 business days before the event, no refund will be given. Change of person attending the course will be allowed, (please phone us for details) this may be subject to a 10% administration fee.

**Change of course date:** must be received in writing 3 business days before the original course date. Course date changes notified less than 3 working days **WILL** attract a 25% administration fee.

**NON ATTENDANCE ON THE DAY - NO REFUND** NSW Electrical Testing reserves the right to withdraw your registration if payment is not received in accordance with our payment terms. Venue details will be included in your confirmation advice and can be found on our website

**Please Note:** Whilst there is every intention to run the course as advertised, NSW Electrical Testing reserves the right to make changes to the course content. NSW Electrical Testing also reserves the right to cancel a course due to insufficient numbers or circumstances beyond our control. Should this occur, refunds will be made in full or other course dates will be offered..