

Please copy form for more delegates

For course and booking information please see over

Booking Form please complete and Fax to:- 01923 400585

**CCNSG Nationally Accredited Safety Passport Scheme
Scheme Induction Seminar (2 day)**

Course starts at 0900 hours and finishes at 1600 hours on both dates

Course dates Thursday & Friday 24 & 25 March 2011	Course Costs £180 + VAT Accommodation available see below
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Venue	The Fernhurst
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Approved Training Provider Information	
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Company name

Company address
Post Code

Tel No	Fax No
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Registration Information

Name of delegate who will attend

Purchase Order No	Cheque No
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Cheques / Orders made payable to:-	Engineering Construction Industry Training Board
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Accommodation Excellent accommodation and food is available at the venue. Superb evening meals are available. To secure your reservation please ring 01254 693541 , ask for the manager, be sure to tell them you are a delegate on the Scheme Induction Seminar. Your delegate will be expected to pay for their room and meals on the day of departure. If you require special dietary considerations please let the management know, they will be only to pleased to assist you.

Seminar Requirements Tutor registration number (Tutors MUST be registered with the CCNSG Scheme Manager at ECITB before they can be accepted on the seminar) 4 X passport photographs Tutor's CCNSG 2 day Safety Passport (Tutors MUST have attended a 2 day National Safety Passport course within the last 12 months) National Insurance Number Date of Birth Laptop Computer (capable of running Microsoft Power Point presentations)

Booking Requirements

Bookings will only be accepted from Approved Training Providers
Invoices directed to and paid by the Approved Training Provider

Tutor to bring with them

Evidence of registration to Approved Training Provider (Reg No)
Current Safety Passport card
Delegates to bring 4 up to date passport photographs
National Insurance number
Date of Birth
Laptop Computer

Without these items a CCNSG Tutor Passport cannot be issued

Terms of Business

Companies paying by credit need to accompany this booking form with an authorised purchase order number.

Companies paying by cheque need to enclose a cheque with this booking form.

Cancellations sent in writing will be accepted up to seven days before the course date, monies will be refunded.

Cancellations after this date will not be accepted, and monies will not be refunded. However you can substitute candidates at any time, provided they arrive with the required details and information.

Further Information

Should you require clarification or any further information then please contact Linda Tarry

Telephone 01923 402150 Fax 01923 400585

E-mail safetypassport@ecitb.org.uk