

# REGISTRATION FORM NFAA

<http://www.nfaa.co.za>

Please complete the form below to book training - all fields are compulsory. A representative from **NATIONAL FIRST AID ACADEMY** will contact you shortly to confirm your invoice details to arrange payment, in order for us to confirm your booking.

Company name/Private person:

\_\_\_\_\_

Company physical address: (Training address)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Code: \_\_\_\_\_

Billing address:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Code: \_\_\_\_\_

Company Registration number: \_\_\_\_\_

(CK nu: or CC number 12 digest)

Company VAT number: \_\_\_\_\_

Contact Person. \_\_\_\_\_

Contact Number: \_\_\_\_\_

E-mail address: \_\_\_\_\_

**WE HEREBY CONFIRM TRAINING TO BE CONDUCTED BY NATIONAL FIRST AID ACADEMY PTY (LTD) AS FOLLOWS:**

Name of Training Program: \_\_\_\_\_

Date of Program: \_\_\_\_\_

Number of delegates: \_\_\_\_\_

**WE UNDERSTAND AND ACCEPT THE FOLLOWING TERMS AND CONDITIONS:**

- NFAA courses are accredited with the Department of Labour.
- Certificates are issued to the employer when the employer has paid for the learners training.
- Training can be presented at your work site, or a venue of your choice, if the learner training volume is 6 (six) learners or more. Travel costs will apply for training conducted with less than 15(fifteen) students.
- NFAA invoice is to be **paid in full prior** to commencement of the course.
- No refunds will be made unless a cancellation or postponement is received in writing at least 5 (five) days prior to the start of the course.
- Full payment is due for the number of learners booked on the course, should learners not attend and they may join one of our "public courses" on a pre-set date.
- Course starts at **09h00** and is completed daily by no later than 16h00.
- Learners are required to bring **a copy of their ID BOOKS** with them to the course.
- Learners must bring a copy of their previous valid certificates to the course if applicable.
- Learner details (names and ID numbers) will appear on the certificate as they appear on the course register.
- Re-issued and copy certificates are subject to a charge of **R35-00** per certificate.
- NFAA and its staff or representatives cannot be held liable for any claim whatsoever of any nature arising from, or as a result of any training conducted or cancelled.

**CONTACT DETAILS:**

**ENQUIRIES & REGISTRATION: 086 163 2200**

**ANNE-MARIE 082 337 2737**

**FAX: 086 616 2988**

***Fax completed registration form to the offices of the company. Once payment has been made please fax through proof of payment. Registration will be confirmed once proof of payment has been received.***

**PLEASE NOTE THAT NO CHEQUES WILL BE ACCEPTED!**

**OR e-mail completed registration form to: Anne-Marie [info@nfaa.co.za](mailto:info@nfaa.co.za)**

**BANKING DETAILS AS PER INVOICE.**

**ATTENDANCE AUTHORIZED BY:**

_____	_____	_____
<b>NAME IN PRINT</b>	<b>SIGNATURE</b>	<b>DATE</b>

**IF YOU REQUIRE VENUE INFORMATION PLEASE CONTACT US.**