

Agency Details:

Name of Agency: _____

Agency Address: _____ Postcode: _____

Email: (The person you would like us to contact in your office) _____ Telephone office: _____

Course Details:

Course Title: _____ Date of Course: _____

Location: _____ Fee: _____ Number of CPD points: _____ REBA approval no (if known): _____

Participants Details: (enrolments will not be processed without all the following information being provided)

Name of Participant	REBA Lic/Reg Number	Mobile Phone Number	Email address

To be completed by the Principal:

Note: Mandatory sessions are fully subsidised by REBA (no payment required)

I understand and accept responsibility that all participants listed above are aware of the REIWA Learning Refund Policy and it's relevance to their enrolment.

I am paying via REIWA Account number: _____ A total of \$ _____

Principals Signature: _____ Date: ____/____/____

***If you wish to use loyalty points, please contact us.

REFUND POLICY:
 Participants who withdraw from a course prior to the commencement of the course may be entitled to a part refund. If you are entitled to a refund, it is provided on a sliding scale determined by the amount of notice you provide. For a full copy of REIWA's Refund Policy, please visit our website www.reiwalearning.com.au or contact us on 9388 8155.

This course may be cancelled if insufficient bookings are received 7 days prior to the commencement date. If for any reason the course is cancelled by the REIWA Learning after your enrolment, a full refund of fees will be made, however the Institute does not accept any liability for airfares or pre-paid accommodation expenses.

IMPORTANT INFORMATION:
 All enrolments are confirmed in writing before the course starts, giving details of the course start times, parking and venue. In the unlikely event you do not receive confirmation of a course prior to the commencement date, please contact the centre immediately.

PRIVACY STATEMENT:
 The Primary purpose of collecting personal information that you supply on this form is to process your registration. We may also use these details to keep you informed of upcoming events and will not disclose your information to a third party. For more details of REIWA's Privacy Policy, please visit the website at or contact REIWA Learning Manager