Application for Commercial Training and Services

**(To be completed in full)**

**NFA use only**

|  |  |
| --- | --- |
| **File Number** |  |
| **Date received** |  |
| **Received by** |  |
| **Receipt Number** |  |
| **LPO Number** |  |
| **Invoice Processed** |
| **Application returned via** |  |
| **Application processed by** |  |
|  |  |
|  |  |
|  |  |

**Type of Request: (Tick the appropriate Box/s)**

**Type of Training**

 Fire Wardens Training

 Fire Safety at Work Training

 Fire Fighting Team Training

* Fire Evacuation Training

**1. Address of Premises:**

Premises/Company Name.…………………………………………..Site Name.…………………………………….

Street No.….Lot No.…Street Name.……………………………………….Town/Suburb…………………………

Total Number of Participants ……………………...

**2. Applicant’s Details:**

Applicant Name.………………………………………. Company.…………………………………………..

Street No.……Street Name.……………………………………..Town/Suburb………………………………………

Phone No...…………….…………Fax No.……….…….………… Mobile No ……………………………………

Email ………………………………

**Notes** I/We understand that there is a charge for this service at the rate shown on the “Schedule of Fees” accompanying this application form. Fees are to be paid upon application; the methods of payment are listed on the back of this form.

The locations for lodgement of applications are listed on the back of this form.

Signed.………………………………..Printed Name.…………………………………...…Date.……………………..

**Application Requirements**

NFA strongly recommend that all applicants must ensure that 2 Line Managers must be part of the training group.

**Schedule of Fees:**

## Fees can be paid by cheque, cash or direct bank transfer to: National Fire Authority

**ANZ House**

A purchase order is acceptable BSB: 010 890

 Account no: 1204800

 Please include your name as reference

|  |  |  |  |
| --- | --- | --- | --- |
| **Service** |  **Current Price (VEP)** | **VAT** | **PRICE (VIP)** |
| **Fire Fighting Teams** |   |   |   |
| 3 Day Training | $177.78  | $26.67  | $204.45 per person |
| Minimum 10 Maximum 20 |   |   |   |
| **Fire Wardens Training** |  |   |   |
| 1 day Session |  $700.00 | $105.00  | $805 per session |
| Minimum 10 Maximum 20 |  |   |   |
| **Fire Safety at Work Training** |   |   |   |
| Theory & Practical |  |   |   |
| Demonstration on fire safety  |  |   |   |
| 1 Day Training | $57.78 per person | $8.67 per person | $66.45 per person |
| Minimum 10 Maximum 20 Participants |  |   |   |
|   |   |   |   |
| **Fire Evacuation Training** |  |   |   |
| Theory & Practical |  |   |   |
| Evaluation Report submitted after training | $355.56 per session | $53.33 per person | $408.89 per session |
| 1 Day Training |  |   |   |
| Minimum 10 Maximum 20 |  |   |   |
|  |  |   |   |
| **Safety at Work**  |   |   |   |
| Theory |  |   |   |
| Demonstration to clients on fire safety  | $266.67  | $40.00  | $306.67 per session |
| 2 hour session |  |   |   |
| Maximum 10 participants |   |   |   |
| **Fire Evacuation Drill** | $100.00 |   |   |
| Assessing Fire evacuation drills at company premises and |  |   |   |
| Providing guidance and coaching. Submitting a report |  | $15.00  | $115 per session |
| 1 hour Session |  |   |   |
|  |  |   |   |
|  |   |   |   |

**Submit Applications to:**

**NFA HQ (includes Central and Eastern Divisions)**

Fire Station, Argo St, Walu Bay, SUVA

Phone: 331 2877 Fax: 330 3348

 Email: stocommercial.nfa@gmail.com

**NFA Western Division**