



FIRST MEDICAL RESPONSE



Registered & Accredited First Aid, Fire and Safety Training

P.O. Box 19284, Linton Grange, Port Elizabeth, 6015
Tel: 041 360 2540; Cell: 074 506 5404; Email: info@fmrsa.co.za; Fax: 0865 115 516
SETA Registered and Accredited, First Aid, Fire and Safety Training
Website: www.fmrsa.co.za



Branches: Port Elizabeth – East London – Mthatha

QUOTE ENQUIRY FORM / REGISTRATION FORM

CLIENT DETAILS:	
Customer Type:	<input type="checkbox"/> Business <input type="checkbox"/> Private
Name / Company Name:	
Surname / VAT Reg. No.:	
CONTACT DETAILS:	
Name & Surname:	TRAINING CO-ORDINATOR:
Department / Position:	INVOICE / BILLING – HR:
Telephone / Mobile No.:	
Email:	
Invoice Address:	
Method of Payment:	<input type="checkbox"/> Direct Deposit / EFT <input type="checkbox"/> Credit Card <input type="checkbox"/> PO & EFT: Purchase Order: <input type="checkbox"/> SAGE PAY (will be available on invoice link that will be sent to you via email, payment methods will include credit card and Direct Bank EFT payments. <input type="checkbox"/> Cash
COURSE DETAILS:	
First Aid Level 1: (1 day) (initial training or refresher course)	NUMBER OF STUDENT/S ATTENDING:
First Aid Level 1: (2 days)	
First Aid Level 2: (5 days)	
First Aid Level 3: (5 days)	
Basic Fire Fighting: (1 day)	
Occupational Health & Safety Rep: (2 days)	
Risk Assessment: (1 day)	
Incident Investigation: (1 day)	
HIV/AIDS Awareness: (1 day)	
Safety Officer: (5 days)	
National Certificate in Management (6 mnths – 1 yr) part-time	
IF REGISTRATION IS FOR A GROUP, PLEASE COMPLETE PAGE 3	

Kindly sign and return to us either via fax or email:
Fax: 0865 115 516
Email: info@fmrsa.co.za

Sign:

Date:

Marketing:				
Where did you hear about us?	<input type="checkbox"/> our website	<input type="checkbox"/> Google	<input type="checkbox"/> Previous Dealings	<input type="checkbox"/> Word of Mouth
	<input type="checkbox"/> Other:			

TRAINING TERMS & CONDITIONS

POSTPONEMENT / CANCELLATION OF ATTENDANCE OR NON-ATTENDANCE:

The company/individual will be invoiced should any learner book for training and not attend. The full fee shall be payable in the event of a cancellation within 5 working days of the starting date of the course.

50% of the course fee shall be payable in the event of a cancellation within 10 working days of the starting date of the course. All cancellations must be in writing. The date of cancellation shall be the date received by FMR MEDICAL RESPONSE t/a First Medical Response.

FMR Medical Response t/a First Medical Response has the right to shorten the duration of a course or postpone a course if there are less than 5 learners registered to attend.

MEALS & REFRESHMENTS:

Lunches are not supplied, only tea & coffee is provided, candidates are responsible for their own meals, however there are facilities available for candidates to purchase.

Clients to arrange refreshments/lunch at own cost if training is conducted at client's premises.

COURSES AND ASSESSMENTS:

All courses will be facilitated in English, therefore First Medical Response does not accept responsibility if the course participants do not read, write or understand English and consequently do not reach the course outcomes. Certain courses do have an entrance criteria and is indicated on the specific course information sheets or in the quote, it is the person who is making the registration responsibility to ensure that they or their group meet these criteria. First Medical Response cannot be held responsible should the candidate/s fail the course as a result of not meeting the criteria.

The assessment criteria differ depending on the course being taken; this will be provided and explained to the candidate at the start of the course or you are welcome to contact our offices for the criteria beforehand.

Should the candidate not meet the assessment criteria, he or she is allowed one re-examination at a date, time and location as agreed upon in the post assessment feedback. There may however be additional travel and accommodation costs, where applicable.

CERTIFICATES:

Certificates issued upon:

- A candidate being found Competent;
- Full payment;
- Submission of all documentation.

After assessments are conducted they need to go through internal assessment, moderation processes, this process can take up to five (5) working days, once completed the candidate or company will be notified.

NOTE: Certificates will only be processed and released once full payment has been received.



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GROUP REGISTRATION:

Name :	Surname:	ID Number:	Mobile Number:
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			

Kindly sign and return to us either via fax or email:
Fax: 0865 115 516
Email: info@fmrsa.co.za

Sign:

Date: