



2017 BOOKING FORM

TO BOOK PLEASE COMPLETE AND RETURN

School/College Name: _____

Contact Person: _____ Position: _____

Phone: (____) _____ E-mail: _____

Postal Address: _____ Postcode: _____

I wish to book attendance to the SAFE DRIVING EXPO on:

Course Date Selected: _____ 2nd Preference: _____

I estimate the number of students attending will be: students

I understand that the Enrolment List **MUST** be sent to Safe Drive Training at **least 5 working days** before the attendance date. I have read and understand the **Booking and Cancellation Policy** and the **Enrolments and Payments for Non-attendance** clauses

I am interested to enrol in the following location: _____

QLD – BRISBANE: Mt. Cotton Training Centre \$77 per student

APRIL	Wednesday 19	Wednesday 26		
MAY	Wednesday 17	Thursday 18		
JUNE	Friday 23			
JULY	Thursday 27*			

QLD – BRISBANE: Willowbank Training Centre \$55 per student

MAY	Monday 22			
JUNE	Friday 16*	Monday 19*		
JULY	Monday 17*	Tuesday 18*	Wednesday 19*	

REGIONAL QLD: \$88 per student

MARYBOROUGH	Thursday 1 June*		MAREEBA	Friday 9 June*
GLADSTONE	Friday 2 June*		MAREEBA	Monday 12 June*
ROCKHAMPTON	Monday 5 June*		PROSERPINE	Wednesday 14 June*
SARINA	Tuesday 6 June*		EMERALD	Thursday 15 June*
TOWNSVILLE	Wednesday 7 June*		ROMA	Friday 16 June*
TOWNSVILLE	Thursday 8 June*			

REGIONAL NSW: \$88 per student

TAMWORTH	Thursday 11 May		GRAFTON	Monday 15 May
ARMIDALE	Friday 12 May			

NEED ANOTHER DATE: CALL US TO DISCUSS AVAILABILITY



Find us on:



SAFE DRIVE TRAINING Pty Ltd

Phone: (07) 3299 7723 - Fax: (07)3299 7528
 Email: info@sdt.com.au - Website: www.sdt.com.au
 Post: PO Box 682, Waterford, QLD, 4133



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ADDITIONAL INFORMATION

STUDENT ATTENDANCE FEE (including GST)

If held at the Willowbank Training Centre (Ipswich):	\$55.00 per student
If held at the Mt. Cotton Training Centre (Loganholme):	\$77.00 per student
Regional QLD and Northern NSW venues:	\$88.00 per student

GST AND SCHOOL ENROLMENTS

Safe Drive Training understands that a GST exemption is claimable by your school for education related excursions. The Safe Drive Expo is an excursion for Education purposes. As such it may be possible (if your school so chooses) to collect the excluding-GST fee per student, pay the including-GST fee per student to Safe Drive Training (an invoice will be supplied) and then claim the per student refund on the GST return your school submits to the tax department. **NOTE:** This is not tax advice and it is recommended that your school should satisfy itself of the legal aspects of GST in this case.

ENROLMENT NUMBERS AND COURSE VIABILITY

We ask teachers/schools to please understand that these programs are expensive to conduct; as such we need to ensure participant numbers are sufficient to cover the costs of conducting the program. We ask schools to confirm participant numbers at least 5 working days in advance to allow us to plan for the course and roster appropriate staff numbers. For small groups, we will seek to accommodate participants from your school with groups from other schools, if this cannot be arranged another date may need to be scheduled.

WARNING: We reserve the right to postpone a course up to 4 days before the scheduled date, this often happens if the enrolment numbers are too low or one of the schools attending cancels their booking, leaving the remaining participants numbers at an uneconomic level.

ENROLMENTS AND PAYMENTS FOR NON-ATTENDANCE:

All participating students must be listed on the Enrolment List and this list must be returned at least 5 working days prior to the course. A Tax Invoice will be issued following the program, based on the number of students that attended. However a minimum charge of 90% of the total number of students shown on the Enrolment List will apply.

BOOKING AND CANCELLATION POLICY:

Because the venues used have non-refundable hire fees (sometimes greater than \$750) a \$400 Booking Fee applies for all Safe Driving Expo's conducted outside Brisbane. This fee is fully refundable if the booking is cancelled more than 15 working days from a booked course. If a booking is cancelled 15 working days or less before the booked date, the Booking Fee is forfeited. If a booking proceeds the Booking Fee is deducted off the final invoice. A Tax Invoice for the Booking Fee will be issued once a date is booked.



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