

## Request for Transfer

CPD COURSE

### COURSE DETAILS

Course name \_\_\_\_\_ Date of course \_\_\_\_\_

### PERSONAL DETAILS

#### WITHDRAWING PARTICIPANT

Mr  Mrs  Ms  Miss

Surname (as per your current licence/registration) \_\_\_\_\_

Given names \_\_\_\_\_

Date of birth \_\_\_\_\_ Licence/registration number \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

### PERSONAL DETAILS

#### ENROLLING PARTICIPANT

Mr  Mrs  Ms  Miss

Surname (as per your current licence/registration) \_\_\_\_\_

Given names \_\_\_\_\_

Date of birth \_\_\_\_\_ Licence/registration number \_\_\_\_\_

Postal address \_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Email \_\_\_\_\_ Mobile \_\_\_\_\_ Phone \_\_\_\_\_

### ENROLMENT INFORMATION

#### REFUND POLICY

Participants who withdraw from a course prior to commencement may be eligible for a partial refund. If insufficient bookings are received 7 days prior to the commencement date courses may be cancelled. If for any reason the course is cancelled by REIWA Training 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. For a full copy of our refund policy please visit our website [reiwatraining.com.au](http://reiwatraining.com.au).

#### ENROLMENTS

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

Signature \_\_\_\_\_ Date \_\_\_\_\_

#### PRIVACY STATEMENT

The primary purpose of collecting personal information that you supply on this form is to process your enrolment. We may also use these details to keep you informed of upcoming events and will not disclose your information to a third party unless permission has been provided. For more details of REIWA's privacy policy, please visit the website at [reiwatraining.com.au](http://reiwatraining.com.au).

#### DECLARATION

I have read, understood and will comply with all requirements outlined in the **Enrolment Information**. The information I have provided is true and correct to the best of my knowledge.

