



Standard First Aid & CPR Training

The *Workplace Safety and Insurance Act* of Ontario states that all workplaces falling under *Workplace Safety and Insurance Board* coverage must have staff trained in First Aid and CPR as well as having properly maintained First Aid kits to cover the staff.

Cost: \$105.00 + GST per person (All materials included)

Please select below which session you wish to attend. All highlighted are required fields.

Note: All sessions are from 9am to 5pm.

Contact Information: Company Name:

Contact Name:

Address:

City:

Postal Code:

Email Address:

Phone Number:

Fax Phone Number:

Staff Attending Course

- | | |
|----|-----|
| 1. | 2. |
| 3. | 4. |
| 5. | 6. |
| 7. | 8. |
| 9. | 10. |

Payment Method: \$105.00 + GST = \$110.25

Please Invoice my Company

VISA

Name on Credit Card:

MasterCard

Expiry Date (mm-yy):

Cheque:

Credit Card Number (no spaces):

Note: Full payment must be received prior to first day of training (unless invoiced). All Cheque must be made payable to **Vital Link Training Services**.

Cancellation / Reschedule Policy:

1. The 'client' will be required to pay an administration fee of 25% of the total cost of the course (including GST) for any cancellations made more than four business days prior to the course start date.
2. The 'client' will be required to pay an administration fee of 50% of the total cost of the course (including GST) for any cancellations made less than four business days prior to the course start date.
3. A course may be rescheduled once by the 'client' with no penalty. Rescheduling of a course by the 'client' more than once will result in a surcharge of 25% of the total course fees (including GST).