

# COURSE REGISTRATION FORM

## Tuckshop Management Course

### Section A – Course registration

I will be attending:

Tuckshop Management Course: \$250 (member price)

Course date \_\_\_\_\_

### Section B – About you

1. Name

Full name \_\_\_\_\_

2. Postal address

Building/property name \_\_\_\_\_

Flat/unit number \_\_\_\_\_ Street or lot number \_\_\_\_\_

Street name \_\_\_\_\_ Suburb or town \_\_\_\_\_

State/territory \_\_\_\_\_ Postcode \_\_\_\_\_

3. Telephone number

Mobile No. \_\_\_\_\_ Alternate No. \_\_\_\_\_

4. Email address *(Please provide the email address you want course material and Zoom link emailed to (virtual course only))*

\_\_\_\_\_

5. Disability

If you have a disability, impairment or long-term condition that you would like to make us aware of or that may impact your participation in the course please indicate below.

Hearing/deaf  Vision  Learning  Medical condition  Physical  Other

5. Do you agree to QAST sharing your email address with other participants who would like to share recipes, resources and information after the course?

Yes  No

### Section C – About your employer / organisation

School / Organisation name \_\_\_\_\_

School / Organisation postal address \_\_\_\_\_

\_\_\_\_\_

School / Organisation phone number \_\_\_\_\_

## Section D – Terms and Conditions

Courses are offered subject to a minimum number of enrolments. Registration does not guarantee a place and payment **must** be received to confirm your place.

Should QAST cancel a course, participants are entitled to a full refund or transfer of funds to a future course. In this event, students will be given their preferred option.

Cancellation Policy:

- All cancellations must be notified as soon as possible by phoning the QAST office on (07) 3324 1511.
- Cancellations received within 7 days of the course date – 100% of the course fee will be retained by QAST.
- Cancellations received within 8 to 14 days of the course date – 50% of the course fee will be retained by QAST.
- Cancellations received within 15 days of the course date – full refund less administration fee of \$50.00 applies.
- Cancellation due to illness – 100% course fee will be refunded if a doctor's certificate is provided.
- Transferring to another course – cancellation fee is removed; however, a \$50 administration fee will be incurred. Please note one course transfer only is allowed. If a second course transfer is requested 100% of the course fee will be retained by QAST.

I agree to these terms and conditions.

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

## Section E – Payment information

Course fees are

Tuckshop Management Course - \$250 for members (includes GST)

Return this completed form and payment to:

QAST PO Box 1756 COORPAROO DC QLD 4151 or via email to [admin@qast.org.au](mailto:admin@qast.org.au)

Please make cheques or money orders payable to QAST or use the following details for EFT payments and include your name, school or organisation name as a reference.

A tax invoice/receipt will be issued upon receipt of payment.

**Bank:** Westpac **BSB:** 034 037 **Account No.** 216070 **ABN** 48 219 893 165

**Payments by credit card:** Contact the QAST office on (07) 3324 1511