

# VEMTC Huntly Training Campus Course Application

Review the [VEMTC Campus Booking Procedure](#) prior to completing this form



<b>Brigade/Organisation</b>	
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## Course Details/Preferences

LMS Course Number (CFA Use Only)

<i>Requested date/s</i>	<b>Please note:</b> arrival time indicates when you will get there not training start time	
	<i>Arrive:</i>	<i>Depart:</i>

Duration of Course  Days

## Course Information

<b>Title</b>	
<b>DRILL LIST (specify how you plan to run your day - a separate document may be attached if preferred)</b>	

<i>Name of Instructor/s</i>		
1		<i>No of instructors</i>
2		<i>No of students</i>
3		<i>No of support staff</i>
4		<i>No of syndicate groups</i>

**Course Drill List attached?**  Yes  No

CFA WBS Number

**NB:** Drill List required 3 weeks prior to training date.

I acknowledge & confirm all Instructors mentioned on this form hold the relevant CFA endorsements, competencies and have completed a Campus Induction.

## Authorisation (CFA CLD, MLD)

<i>Name</i>	
<i>Position</i>	
<i>Date</i>	
<i>Telephone</i>	
<i>Email</i>	

## Brigade/Organisation Contact

<i>Name</i>	
<i>Position</i>	
<i>Date</i>	
<i>Telephone</i>	
<i>Email</i>	

Invoice to be emailed to:  
(external clients only)

Upon Completion, email application to [admin.vemtc@cfa.vic.gov.au](mailto:admin.vemtc@cfa.vic.gov.au)

