

VEMTC Penshurst Training Campus Course Application



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

Brigade/Organisation	
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Course Details/Preferences

LMS Course Number (CFA Use Only)

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

Duration of Course Days

Course Information

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

<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

