



**MADE SAFE**

Manufacturing Safety for Manitoba

Submission Date:

\_\_\_\_\_

## TRAINING REQUEST FORM

Course name: \_\_\_\_\_

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

### Company Contact Information

Company: \_\_\_\_\_

Name: \_\_\_\_\_

Phone number: \_\_\_\_\_

Email address: \_\_\_\_\_

Meeting point with contact: \_\_\_\_\_

Location of Training: \_\_\_\_\_

.....  
Number of course attendees: \_\_\_\_\_

EAL attendees: YES NO Translator provided: YES NO

(Language Barriers)

Training room capacity limit: \_\_\_\_\_

Set up time: \_\_\_\_\_ Start time: \_\_\_\_\_

Housekeeping information (fire exits, cell phones, break times etc.):

Company PPE requirements:

Student training equipment requirements:

### Cancellation Policy:

Please be advised that MADE SAFE requires a minimum of 72 hours' notice for training cancellation (Monday to Friday). If cancellation notice does not meet the requirement there will be a cancellation fee of \$350.00/plus tax invoiced to your company. MADE SAFE has the right to cancel classes without notice due to extenuating circumstances within the discretion of MADE SAFE.