
Training Registration Form

Full Name	
Organisation	
Phone	
Email	
Managers Contact Information	
Course Dates	
Course Location	
Emergency Contact information	
Order number and billing information	

Course selection; please circle

Introduction to Hydrology	Open channel flow Wader Gauging	Open channel flow ADCP and QREV	Hydrological Surveying	HydroSTIV Surface Velocity Measurement for Discharge Calculation
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Other

Special requests	
Medical conditions	
Dietary requirements	

Health and Safety Covid 19 Prevention

-There will be a health and safety briefing at the start of each day explaining the job safety analysis and hazards.

-Please adhere to your own organisations travel health and safety requirements while traveling to and from the training venue.

-Field days; We will be visiting hydrological field sites and all staff will need to comply with the site owners site specific health and safety requirements. All staff will be required to accept these prior to accessing field sites.

-Please ensure staff bring their own PPE, waders, steel cap boots, hiviz, and raincoat.

-Covid 19; Please follow the current government guidelines for covid19 travel and self isolation. If you have symptoms prior to the training please get tested. <https://covid19.govt.nz/>

Catering

Lunch and drinks will be provided on all days.

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Terms and Conditions

1. If the training cannot go ahead for unseen circumstances the dates will be rescheduled, Basins Environmental ltd take no responsibility for the costs for attendees associated with the postponement of a course.
2. Refunds - Students can cancel their registration up to 15 working days prior to the commencement of the training course. This enables Basins Environmental ltd to find alternative attendees. Within 15 working days of course start date student registration cancellation will incur full charge.
3. Basins Environmental ltd take no responsibility for travel disruptions to either the trainer or attendees.
4. All attendees travel arrangements are the responsibility of the individual attending.
5. Some vehicles could be made available for the field day. This must be discussed with the trainer and host organisation prior to registration.
6. A valid purchase order must be supplied 15 working days prior to the commencement of the training course.
7. If Basins Environmental ltd cannot fill the minimum of 6 attendee positions, the course will be rescheduled to a later date. Basins Environmental ltd have the right to do so up to 15 working days prior to the commencement of the training course.
8. Basins Environmental ltd advise all attendees to book flexi travel arrangements in the event of course re-scheduling.
9. Invoice payments are required on the 20th of the month following the date of the course.
10. Please refer to the training flyer for further information.

Acceptance of registration

Students full name	Signature	Date

Managers full name	Signature	Date

Basins Environmental ltd

Contact Information:

Basins Environmental ltd

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