VCE PE Booking Form

SCHOOL DETAILS Please complete the area below by providing the contact information for your school.

Name:	**Contact no.:**	
Street Address:	**Suburb:**	**Postcode:**
Postal Address:	**Suburb:**	**Postcode:**

TEACHER DETAILS Please complete the area below by providing the contact information for your Physical Education teachers.

Name: ☐ Yr 11 ☐ Yr 12	**Name:** ☐ Yr 11 ☐ Yr 12
Email:	**Email:**
Office no. (direct):	**Office no. (direct):**
Mobile:	**Mobile:**
Please send information on your services? ☐ Yes ☐ No	Please send information on your services? ☐ Yes ☐ No

SESSION DETAILS Please read the session options outlined below before completing your booking request.

Session Availability: Select from sessions A to F conducted Tuesday to Friday throughout the school year
Session Times: Select an 'am' or 'pm' session time. Options: 9:30 -11:30 am or 1:00-3:00 pm
Student Number: Schools will be combined where required to satisfy minimum student numbers

Cost Schedule: 1-20 students: $33.00 per student
21-25 students: $660.00 (flat rate)
26+ students: $660.00 (flat rate) + $33.00 per student in excess n=25
*Session E Fitness Assessment: Pre-test option $750.00 Pre & Post-testing option $1300.00 (up to 35 students)

Select from session(s) 'A to F'

- ☐ A Unit 3: Energy Systems
- ☐ B Unit 3: Fatigue Mechanisms
- ☐ C Unit 4: Training Programs
- ☐ D Unit 4: Recovery Strategies
- ☐ E Unit 4: Fitness Assessment *
- ☐ F Customised Session – e.g. Yr 10 / 11

Session	Day	Date	Session Time	Student No.	Cost
E.g. 'A'	Thurs	17/5/12	am / pm	28	$759.00 ($660 + $99)
			am / pm		
			am / pm		
			am / pm		
			am / pm		
			am / pm		

PAYMENT DETAILS Select your preferred payment method *include purchase order number and school name if using EFT.

☐ Cheque ☐ EFT (Date:__/___/___) ☐*Order No. _____

Please make all payments to:
Exercise Research Australia
PO BOX 212 Fairfield VIC, 3078
ABN: 65 104 158 303

Electronic Funds Transfer:
BSB: 083 004
A/C: 555 530 128

HOW DID YOU HEAR ABOUT US?

☐ Internet ☐ Email ☐ Referred by a colleague ☐ Brochure ☐ ACHPER ☐ Other: _____

TERMS AND CONDITIONS *Please acknowledge acceptance of the following Terms and Conditions**prior** to returning your request.

I_____(Name) understand and accept the following terms and conditions: Cancellation within 1-3 months of the set date will incur a $100.00 non-refundable administration fee. Cancellation within 2 weeks of the set date will result in 50% of the booking fee being forfeited. Please note: the number of students identified on your booking request form will determine the minimum payment required. Important: reduced student numbers on the day will not result in a refund. Additional students will be invoiced to the school after the session if required. After booking confirmation any requested changes must be approved by Exercise Research Australia Pty Ltd before confirmation. Invoice payment is required within 28 days of the issue date.