

| Workshop Duration  | NGOs    | Government & universities | Private Sector |
|--------------------|---------|---------------------------|----------------|
| Half day (3 hours) | \$800   | \$1000                    | \$1,300        |
| Full day (6 hours) | \$1,550 | \$1,950                   | \$2,550        |

Table 1: Standard Training Package Rates based on maximum **10 participants**

| Workshop Duration  | NGOs    | Government & universities | Private Sector |
|--------------------|---------|---------------------------|----------------|
| 1 hour             | \$500   | \$600                     | \$700          |
| 2 hours            | \$950   | \$1,050                   | \$1,150        |
| 3 hours            | \$1,400 | \$1,500                   | \$1,600        |
| 4 hours            | \$1,850 | \$1,950                   | \$2,050        |
| 5 hours            | \$1,950 | \$2,050                   | \$2,150        |
| Full day (6 hours) | \$2,550 | \$2,650                   | \$2,750        |
| 2 days (12 hours)  | \$3,800 | \$3,900                   | \$4,000        |

Table 2: Customised Training Rates based on maximum **10 participants**

*Additional costs for travel, catering, after hour rates and accommodation are available upon request*

**An invoice will be forwarded to you for payment before the training is delivered**

**Cancellation Policy**

- Request maybe cancelled up to 14 working days prior to the day of event with a full refund
- Cancellation giving less than 10 working days' noticing will incur a 30% cancellation fee to cover administration costs.
- Fees will not be refunded for cancellation the day before or on the day of the event or for non-attendance.
- By returning this form to request for ASeTTS Training you are consenting to the terms and conditions of payment and refund.

I agree the details above are true and correct and I have read and agree to abide by the conditions on this form.

Signature.....Position:.....

For further information please contact us on 9227 2700 or email [training@asetts.org.au](mailto:training@asetts.org.au)