



## TRAINING ENROLLMENT FORM FIRE DOOR INSTALLATION AWARENESS COURSE – 2 DAY

### **CONTACT DETAILS:**

Contact Name: \_\_\_\_\_ Date: \_\_\_\_\_  
 Organisation: \_\_\_\_\_ Designation: \_\_\_\_\_  
 Address: \_\_\_\_\_ Postcode: \_\_\_\_\_  
 Telephone: \_\_\_\_\_ Mobile: \_\_\_\_\_  
 Email: \_\_\_\_\_

### **Billing address (if different from above):**

Contact Name: \_\_\_\_\_ Date: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Telephone: \_\_\_\_\_ E-mail: \_\_\_\_\_

### **Payment Details:**

<p>Please complete and then e-mail the enrolment form to <a href="mailto:selectsafetyservices1@btinternet.com">selectsafetyservices1@btinternet.com</a>          Payment details will be sent on receipt of the enrolment form. (please note that payment is required at least 21 days prior to commencement of the course.</p> <p>Payment to:          HSBC          Sort Code: 40-18-04          Account: 92594579          Reference: Select Safety Services (UK) Ltd (BWF Course)</p> <p>Company No: 10894527</p>	<p>Signature &amp; Company Stamp:</p>
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### **Attendees Details:**

Course Title: <b>Fire Door Installation Awareness Course – 2 day.</b> Course Fee: £750.00			
Full Name:	E-mail	Contact No:	Dates:

This is a NOCN Group Assured Course through collaborative working with the British Woodworking Federation (BWF) to promote awareness in the construction industry of the factors involved in the appropriate installation of timber fire doors. The outline, structure and content of this course is assured by NOCN Group.

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### **Course Content / Objectives:**

- The role of timber fire door assemblies and doorsets and why it is important that they are installed correctly.
- Understand how fire door assemblies and doorsets work and their place in the wider passive fire protection system.
- Legislation and Guidance associated with fire door assemblies and fire doorsets.
- Consideration before installing fire door assemblies and fire doorsets.
- Considerations when installing fire door assemblies and fire doorsets.
- Considerations on completion of the installation of fire door assemblies and fire doorsets.

Attending this course and passing the multiple choice exam will show the attendees competence in fire door installation. The awarding body will supply a Certificate which will be forwarded to the successful attendee.

### **Terms and Conditions:**

- Course fee(s) must be paid up to 21 days before course start date otherwise enrolment may be rejected.
- The organiser reserves the right to cancel the enrolment if payment is not received in the required time scale.
- The enrolment fee is not refundable unless the organiser is notified in writing of the attendee's withdrawal / postponement at least 10 working days before the course commencement.
- Upon submission of the cancellation notice, the participant will be charged 40% of the course fee if the cancellation was made 7 working days prior to the course commencement date. The full course fee will be incurred should the cancellation be made 4 working days prior to the course commencement date.
- An applicant may, subject to the approval of the organiser, nominate a substitute to attend the course on his/her behalf.
- Select Safety Services (UK) Limited reserves the right to cancel, amend, postpone, or dissolve any course due to unseen foreseen circumstances. We will notify all participants by phone or e-mail and will provide the next available course date; or a full cash or credit refund for the course which has been cancelled.