

**Wednesday**  
**16 September, 2015**

# Planning Approval Process

**This course is a must for Sales Representatives, Shire Liaison staff and Draftspersons.**



In this 4 hour course you will receive invaluable information on how to have your plans approved **FAST!**

*Bring your applications in to resolve any issues you may have with Council.*

- How to get your approval faster?
- What needs planning approval?
- What tools do they use to assess my application?
- What are the right questions to ask?
- What to include in your application?
- Who is involved?
- What to do when it goes to Council?
- What happens when it is refused?

**DATE: Wednesday 16 September, 2015**

**TIME: 8.30am – 12.30pm**

**TRAINER: Helen Taylforth – Plan Check**

**VENUE: Master Builders, 3rd floor, 35-37 Havelock Street, West Perth**

<b>COST:</b>		<u>Course Fee</u>	<u>Total</u>
	MBA Member	\$545.00	<b>\$545.00*</b>
	Non-member	\$600.00	<b>\$600.00*</b>
	MBA Member eligible for CTF subsidy	\$545.00 - \$116.00^	<b>\$429.00*</b>
	Non-member eligible for CTF subsidy	\$600.00 - \$116.00^	<b>\$484.00*</b>

If you require further assistance please contact our friendly training team on **9441 8000** or email [training@mbawa.com](mailto:training@mbawa.com)



## PLANNING APPROVAL PROCESS (mpap)

**Please Note:** This course is subsidised by the Construction Training Fund. The CTF requires that each participants personal contact details be provided, otherwise the full fee applies.

Course Time: <b>8.30am – 12.30pm</b>	Course Date: <b>Wednesday 16 September, 2015</b>
Participant first name:	Last name:
Participant birth date:	
Participant home address:	
Suburb:	Postcode:
Mobile phone contact:	
Participant email address:	
Participant job title:	
Job Description (brief detail):	

Company/Employer:		
Address:		Postcode:
Contact person:		
Phone:	Fax:	Mobile:
Email:		
Please <u>tick</u> the industry sector in which you work	Commercial <input type="checkbox"/>	Housing <input type="checkbox"/> Engineering <input type="checkbox"/>

### Payment and Registration Details

Registration	To guarantee your place on the course please return form, with fees, to: <b>FAX: 9476 8001</b> <b>EMAIL: training@mbawa.com</b> <b>POST: Master Builders Training Department, PO Box 167, West Perth WA 6872</b>
Eligible for CTF	MBA member \$429.00 p.p. .... non-member \$484.00 p.p. ....
<b>Not</b> eligible for CTF	MBA member \$545.00 p.p. .... non-member \$600.00 p.p. ....
<b>Course costs subject to change. This course is GST free.</b>	

Method of Payment	Cash <input type="checkbox"/> Cheque <input type="checkbox"/> Credit Card <input type="checkbox"/> EFT <input type="checkbox"/>	Amount: \$
Credit Card Details:	Bankcard <input type="checkbox"/> MasterCard <input type="checkbox"/> Visa <input type="checkbox"/>	
Card number:	____ / ____ / ____ / ____	Expiry Date: ____ / ____
Cardholders Name:	Signature:	
You <u>must</u> please quote <b>INVOICE NUMBER</b> as the reference when paying by Direct Deposit.		
<b>Cancellation Notice</b>	<i>A refund will not be provided for no shows on the day of the course or cancellations less than 5 working days prior to the course date. You may, however, substitute another person up to 48 hours prior to the course.</i>	

If you require further assistance, please contact Carolyn Fitzgerald, Training & Safety Coordinator on **9476 9800** or email **training@mbawa.com**

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