

Friday  
 6 October, 2017

# Planning Approval Process

In this 4 hour course you will receive invaluable information on the 10 steps to gaining your planning approval **FASTER!**

- Step 1. Know your site.
- Step 2. Does it need approval?
- Step 3. What type of approval is needed?
- Step 4. Who is involved and how to talk to them.
- Step 5. Know the requirements.
- Step 6. Does the design fit the requirements?
- Step 7. What to include in your application?
- Step 8. Know the process which your application is involved with.
- Step 9. Things that can slow down the process and your approval.
- Step 10. How to resolve any issues?

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



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



**DATE:** Friday 6 October, 2017  
**TIME:** 8.30am – 12.30pm  
**TRAINER:** Helen Taylforth – Plan Check  
**VENUE:** Master Builders, Level 3, 35-37 Havelock Street, West Perth  
**COST:**

	Course Fee	Total
MBA Member eligible for CTF subsidy	\$545.00 - \$124.00 <sup>^</sup>	<b>\$421.00*</b>
Non-member eligible for CTF subsidy	\$600.00 - \$124.00 <sup>^</sup>	<b>\$476.00*</b>
MBA Member	\$545.00	<b>\$545.00*</b>
Non-member	\$600.00	<b>\$600.00*</b>



*The Construction Training Fund provides funding support for training of eligible workers in the construction industry.  
 We acknowledge the support of the Construction Training Fund in reducing costs of training for eligible workers.*

\*Prices subject to change. <sup>^</sup>Construction Training Fund (CTF) subsidy available for eligible course participants.  
 This course is GST free.



## PLANNING APPROVAL PROCESS

Friday 6 October, 2017

8.30am - 12.30pm

**Please Note:** This course is subsidised by the Construction Training Fund (CTF) for eligible participants. Master Builders requires participants details be provided as indicated below, otherwise the full fee may apply.

### PARTICIPANT DETAILS:

Surname:	First name:
Date of birth:	
Mobile:	Email:
Home address:	
Suburb:	Postcode:
Job/Trade title:	
Job description (brief detail):	

### EMPLOYER/COMPANY DETAILS:

Master Builders member name:			
Employer/company name:			
Address:			
Suburb:			Postcode:
Contact name:		Email:	
Phone:	Fax:	Mobile:	
Please <u>tick</u> the industry sector in which you work		Commercial <input type="checkbox"/>	Housing <input type="checkbox"/> Engineering <input type="checkbox"/>

### PAYMENT DETAILS

*Payment must be received prior to the course date to secure your place & receive your course confirmation.*

**EMAIL:** training@mbawa.com **FAX:** 9476 9881

**POST:** Master Builders Training Department, P.O. Box 167, West Perth WA 6872

Course Costs	Master Builder member	Non-member
Eligible for CTF subsidy	\$421.00 per person	\$476.00 per person
Not eligible for CTF subsidy	\$545.00 per person	\$600.00 per person

*Please note that course costs subject to change. This course is GST free.*

Method of Payment	Cash <input type="checkbox"/> Cheque <input type="checkbox"/> Credit Card <input type="checkbox"/> Money Order <input type="checkbox"/>	Amount: \$
Credit Card Details (please tick):	Bankcard <input type="checkbox"/> MasterCard <input type="checkbox"/> Visa <input type="checkbox"/>	
Card number: _ _ _ _ / _ _ _ _ / _ _ _ _ / _ _ _ _	Expiry date: _ _ / _ _	
Cardholders name:	Signature:	
You <u>must</u> quote your <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 24 hours prior to the course.</i>
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If you require further assistance, please contact us **9476 9800** or email **training@mbawa.com**

To view our Terms & Conditions please visit **www.mbawa.com**