



Professional Development Booking Form

To book ECTARC Professional Development (PD) please complete this form and email to inservice@ectarc.com.au. Contact will be made with you to discuss dates, times and further details. PLEASE NOTE THAT THERE IS A MINIMUM 4 WEEK BOOKING PERIOD.

For further information please call (02) 4223 1111.

Please note: lodgement of this form does not represent an agreement by ECTARC to provide the PD.

Contact Name:

Service/Organisation:

Type of Service:

Postal Address:

Phone: Email:

Title of In-service:

Delivery: FACE TO FACE WEBINAR

Duration (face to face) FULL DAY HALF DAY 3 HOUR

Preferred time: WEEKDAY SATURDAY EVENING

Your preferred dates for the PD: Preference 1: Preference 2:

Your preferred times for the PD: Preference 1: Preference 2:

Desired outcomes/topics you would like covered in this PD:
.....
.....

Number of participants:

To ensure venues meet COVID-19 space requirements, does the location allow for a minimum of 4m² per person (including ECTARC staff): Yes No Please provide details:

Is there parking available: Yes No Please provide details:

Equipment required at venue: Projector/Smartboard Screen/Wall Other:

(If different from details above)
Training venue address (face to face only):

Contact details for day of training: