

## AREA COURSE REQUEST FORM

**We require 6-8 weeks notice** (to book the Discussion Leader, prepare and ship materials and for the local to book off it's members with their employer.)

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|---|---|
| Request Date                                      |   |
| Local #   |   |
| Local Address                                     |   |
| Province  |   |
| Local President                                   |   |
| Contact Person                                    |   |
| Mobile Number                                     |   |
| Email   |   |
| Course Name                                       |   |
|   | NOTE:  If you are requesting a Health & Safety program, please specify if this course will be for participants from:  Federal Jurisdiction  Provincial Jurisdiction |
| Course Location<br>(City or Address)              |   |
| Can the course be held at your local office/hall? |   |
| # of participants<br>(min 15 - max 24)            |   |
| Course Start Date (1st Choice)                    |   |
| Course Start Date (2 <sup>nd</sup> Choice)        |   |

Completed request forms to be submitted to <a href="mailto:areaschools@unifor.org">areaschools@unifor.org</a>