



SUPPLEMENTARY SKILLS PROGRAM CLAIM FORM – INDIVIDUALS

APPLICANT DETAILS

Name		
Address		
Suburb/Town	Post Code	Daytime Contact

COURSE DETAILS

Course		
Course Training Provider		
Course Start Date	Duration	
Course Cost \$	(As per attached receipt)	Subsidy \$ (Office use only)

EMPLOYMENT DETAILS

Employers name					
Position/Role					
Description of work/Duties					
Self Employed ?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Business Name
Description of Business					

Nominate the building and construction sector in which you are involved – Please Circle

HOUSING COMMERCIAL ENGINEERING MINING/RESOURCES OTHER

To receive a Construction Training Fund training subsidy a trainee must be:

- Currently directly employed in the Building and Construction Industry in Western Australia and on the completion of this course intending to continue working in the building and construction industry; or

If Unemployed

- Be able to demonstrate that they were directly employed in the Building and Construction Industry in Western Australia on a full time basis, within the previous 6 months from the date of course commencement.

Ineligible Trainees – Construction Training Fund training subsidies are not available to the following:

- Employees or individuals working on construction or maintenance projects on mining, gas or oil exploration sites.
- Employees of Government agencies and departments
- Individuals or the employees of companies, who manufacture, supply/deliver building products, provide/install non building products or repair/ do maintenance work during or on completion of the construction process.
- The employees of companies, who install, maintain and repair lifts and escalators.
- Employees or individuals who intend to work in the resources sector on completion of their training.

APPLICANT DECLARATION

I declare that the information detailed in this claim form is a correct record of the training undertaken. Having completed this course, I intend to continue working in the building and construction industry.

Signature

Construction Training Fund subsidies will only be paid on completion of the course.

Please forward this claim form together with a **copy of the receipt from the Training Provider to:**

Construction Training Fund, PO BOX 746, WEMBLEY WA 6913

For Enquiries please call (08) 9244 0100 or Fax (08) 9244 0199

