



The Sydney and Area Chamber of Commerce and the Department of Labour and Advanced Education is pleased to offer a Free 40-hour training program to small business owners and operators.

Cost: A "refundable deposit" of \$75 is required at course registration. Cheques can be made out to Sydney Area Chamber of Commerce. The deposit is refundable if the candidate decides not to continue after the first class or upon completion of 80% of class attendance.

The following is required in order to determine participants can commit to the program, meet program guidelines and for a preliminary assessment of training needs. Participants will be confirmed by the instructor.

Course: _____

Applicant's Name: _____

Business Name: _____

Business Mailing Address:

Business Street Address
(If different from above):

Phone Number: _____ Cell Number _____

Email _____

Website (if available): _____

Job title or description:

Are you the owner of the business? _____ Yes _____ No

How long has the business been in operation: _____

If you aren't the owner - how long have you been with the business? _____

Please describe any experience you may have with the course topic.

Deposit Information.

A "refundable deposit" of \$75 is required at course registration. Cheques can be made out to Sydney Area Chamber of Commerce. The deposit is refundable if the candidate decides not to continue after the first class or upon completion of 80% of class attendance. Payments for non-completion are processed based on the attendance instructor record provided by instructor.

Payment Method:

Cheque Cash Credit Card (Visa/Mastercard only)

**Credit Card Information
(Visa/Mastercard only)**

Card Number: _____

Name on Card: _____

Security code: _____

Date of Expiry: _____

Signature: _____

Please email completed form to melissa@sydneyareachamber.ca, fax to 902-539-7487 or drop it off at the Chamber - 275 Charlotte Street, Sydney

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