

## Registration Information

Name: \_\_\_\_\_  
 Organization: \_\_\_\_\_ Position: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ Province/Territory: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
 Email: \_\_\_\_\_ Phone: \_\_\_\_\_

## Course Location Information

Location	Theory Dates	Practical Dates	Facility Address	Reg Deadline
<input type="checkbox"/> Halifax, NS	October 24 - 25, 2023	October 26 - 27, 2023	Future Inns Halifax Hotel & Conference Centre 30 Fairfax Drive, Halifax, Nova Scotia, B3S 1P1	October 16, 2023

## Registration Fees

	Member (\$)	Non-member (\$)	HST @ 15%	Sub-total (\$)
<b>Theory Course</b> (includes hard copy of CSA Z614:20)	525	550		
<b>Theory Exam</b>	75	75		
<b>Practical Course</b>	525	550		
<b>Practical Exam</b> <input type="checkbox"/> check if writing a recertification exam	75	75		
<b>Course Fees Total:</b>				

GST # 72849 7405 RT0001

### Please Note:

- Participants must have a provincial or territorial recreation association corporate or individual membership to receive the member discount.
- A re-take fee is only applicable to participants who have taken the course in the last 12 months. Please contact the CPSI office for details.
- If you are attending the Practical course only, you must bring your own copy of the CAN/CSA Z614-20. If you need to order one, contact CPSI by email: [cpsl@cpsionline.ca](mailto:cpsl@cpsionline.ca) or by phone 1-877-536-2338.

## Payment Information

Your payment must be received by CPSI in before your course to complete the registration process and obtain course materials

- Credit Card:** CPSI accepts Mastercard and Visa as payment for registrations. To pay with a credit card you can either;
1. Please create a profile for this registrant on our website [www.cpsionline.ca](http://www.cpsionline.ca) and use our online registration system.
  - Or,
  2. Send this registration form by email to [cpsl@cpsionline.ca](mailto:cpsl@cpsionline.ca) and then call CPSI toll-free at 1-877-536-2338 with Credit Card Information. Please do not leave Credit Card information on our voice mail system.
- Cheque:** Made payable to: Canadian Playground Safety Institute  
 Mail Registration form and payment to: Canadian Playground Safety Institute,  
 8440 45 Street NW, Edmonton, AB T6B 2N6

## CPSI Cancellation Policy

**IF YOU CANCEL:** All cancellation notices must be in writing. If CPSI receives a cancellation notice from the participant, five (5) business days or more prior to the start of a course, a \$150 cancellation fee will be retained for each of the Theory and Practical Courses. **If a cancellation notice is received four (4) business days or less prior to the start of the course, there will be no refund. There will also be no refund for 'no-show' registrants.**

**SHOULD CPSI CANCEL:** Should CPSI be required to cancel a course, participants will be notified as soon as possible. CPSI is not responsible for costs already incurred by the participants at the time of cancellation.

If you have additional questions regarding CPSI's cancellation policy, please contact the CPSI office at 1-877-536-2338 or by email [cpsl@cpsionline.ca](mailto:cpsl@cpsionline.ca).