

Request for Training/Safety/Lunch & Learns  
(Please check with Supervisor First)

Training \_\_\_\_\_ Lunch & Learn \_\_\_\_\_ Safety \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Company: \_\_\_\_\_

Contact Business Telephone No: \_\_\_\_\_

Contact Mobile Phone No. \_\_\_\_\_

If you don't know a vendor/company – suggested name and contact information on contact that might know:

\_\_\_\_\_  
\_\_\_\_\_

Can you provide me with their business card? \_\_\_\_\_

Month Preferred \_\_\_\_\_

Time Preferred \_\_\_\_\_ Suggested Length \_\_\_\_\_

No. of Participants \_\_\_\_\_

Other Suggested Invitees \_\_\_\_\_

Cost Involved? \_\_\_\_\_

Description of Topics you Want Presented:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I will contact you after receipt of this form. Thank you for contacting me.

Kate Walker 884-0008