



## Training Course Request Form

[Use this form to request a training course that is not routinely offered by FM-Occupational Health & Safety]

SECTION 1 – COURSE INFORMATION	
<b>Course Requested:</b>	
<b>Purpose &amp; Reason for Request:</b>	
<b>Do you know of specific regulations requiring this course?</b>	
<b>Do you know of specific training materials or equipment needed for this course?</b>	
<b>Approximate # of people who may need this course:</b>	
<b>Course Location:</b>	
<b>Course Location Assistance:</b>	

SECTION 2 – CONTACT INFORMATION	
<b>Name of Person Requesting Course:</b>	
<b>Computing ID:</b>	
<b>Contact #: Office &amp; Mobile</b>	Office: _____ Mobile: _____
<b>Shop #:</b>	
<b>Org #:</b>	
<b>Supervisor:</b>	