



EMPLOYING COMPANY DETAILS <i>(Print Details)</i>	IE Customer Number: <i>If a new sponsoring company please request 'New Customer- Application' Form</i>	TRAINING ORGANISER'S NAME <i>(Print Details)</i>
	9 7	
COMPANY NAME		
ADDRESS		TELEPHONE NUMBER- include area code
		EMAIL ADDRESS:

PREFERRED TRAINING VENUE <i>Select your preferred training venue. Your first choice may not always be available.</i>	Dublin: <input type="checkbox"/>	A training date will be offered once your application is received and validated. SCANNED COPIES OF APPLICATIONS ARE NOT ACCEPTED
	Limerick Junction: <input type="checkbox"/>	

PAYMENT DETAILS	Send completed applications & remittance notification to: Iarnród Éireann Contractor PTS Induction Training Centre Inchicore Railway Works Dublin 8 General Enquires Email contractor.pts@irishrail.ie
<ul style="list-style-type: none"> Payment is by EFT ONLY* Quote CUSTOMER ACCOUNT NUMBER (97xxxxx) in the Reference section of your payment transfer Return remittance notification with your application 	
Total Amount Payable	€ <input type="text"/>
* Iarnród Éireann Bank Account Details are available from the IE Training Centre	

Terms & Conditions:

- IE Contractor P.T.S. training is a one day training programme - Registration Time 09.00
- Nominees must be employed by a company contracted to work for or on behalf of Iarnród Éireann
- A course fee of €200 per person is applicable (subject to change with notification)- *Remittance Notification must accompany this form*
- Passport quality photograph per attendee (For Medical & PTS Application)
- Each attendee must be passed medically fit to a standard specified by the Iarnród Éireann Chief Medical Officer. IE Medical Form is the only acceptable format.
- Employing companies who fail to provide payment, photographs, Medical Report (where required) will result in non-admittance to the course for the attendee(s)
- Scanned copies of applications are not accepted
- As an employing company, if you are paying for a sub-contractor to attend training include a cover letter stating that you are making payment for the specified sub-contractor.
- Cancellations are only accepted in writing up to 48 hours prior to the confirmed training date, after which full course fee will apply
- Where participants do not show for training, full course fee will apply
- Participants must have a good working knowledge of English
- Participants must partake in an end of course written assessment. On successful completion of the IE Contractor P.T.S. Training Course, participants will be registered with Iarnród Éireann and issued with a IE Contractor PTS Certificate
- IE Contractor PTS Certificate can be valid for a maximum period of up to 3 years, after which the holder must attend and successfully complete a refresher programme
- IE Contractor PTS Certificate (where lost) can be re-issued at a cost of €25
- IE Contractor PTS Certificate remain the property of Iarnród Éireann and can be withdrawn for non-compliance
- IE Contractor PTS Certificate will be issued within 10 working days once training course is successfully completed
- The employing company must bear all other costs associated with attending IE Contractor P.T.S. training (employee time and travel, etc.)
- Neat dress is expected while attending training
- Each nominee must have a High Visibility Vest (Orange colour) and Safety Footwear on the training course. These are NOT supplied by Iarnród Éireann.
- IE Training programmes are subject to the IE Alcohol & Drug policy where random testing may be carried out.

CHECK LIST:

Please ensure that the following is completed on your application:

Remittance Notification €200 per person (EFT ONLY)	<input type="checkbox"/>
Passport Quality Photograph	<input type="checkbox"/>
Medical Report <i>(where required)</i>	<input type="checkbox"/>
Attendee Details	<input type="checkbox"/>
Training Venue	<input type="checkbox"/>
Customer Number	<input type="checkbox"/>

For your application to be processed ensure that the required information is returned to Iarnród Éireann for validation.
Incomplete applications will be returned and delay the application process.
Once applications are validated a confirmed training date will be offered.

