

PERSONAL TRAINING PERMIT DECLARATION FORM

INSURANCE

Applicants must maintain a public liability policy of insurance for an amount not less than **\$20 million** and professional indemnity insurance not less than **\$5 million**.

Please submit with your application form a **CERTIFICATE OF CURRENCY** for both policies that includes:

- A minimum of \$20 million in public liability
- A minimum of \$5 million professional indemnity
- The insured, clearly describing the business as personal training activities and any incidental and associated activities directly related to the business
- The company insuring you
- Expiry date
- Policy number

*Please note that not all insurance providers will include a certificate of currency in your paperwork. Please contact your insurance provider to attain a copy of your certificate of currency.

QUALIFICATIONS

The minimum level of qualification to be eligible to receive a permit includes:

- The minimum level of qualification to be eligible to receive a permit includes:
- Completion of a recognised Fitness Qualification or Exercise Science Degree or Human Movement Degree.
Any other qualifications may be acceptable on Councils discretion
- Register with Fitness Australia or Kinect, the peak bodies for the fitness industry (is preferred)
- Senior First Aid (level 2)
- Current CPR

*You will not need to provide a copy of the above documentation, however by signing this declaration you have agreed that the above qualifications are current and will remain current during your permit period.

PERSONAL INFORMATION

The personal information on this form is being collected by Council for the purpose of determining whether an application is approved for a personal training permit and will be kept for record keeping and enforcement purposes.

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DECLARATION

I apply for a permit for activities as described in this application form. I have read and fully understand and agree to comply with the Personal Training Permit conditions and this application form, Local Government Act and the policy.

I understand that my permit may be revoked by Council for any breach of these conditions and enforcement action may result.

I have attached a copy of the required supporting documentation (certificate of currency).

I understand and agree that all my qualifications are current and will remain valid throughout the term of my permit.

NAME:

COMPANY:

SIGNATURE:

GUARDIAN SIGNATURE (IF UNDER 18 YEARS OF AGE):

DATE:

PRIVACY: The personal information supplied on this form is required in order to provide the service requested. It will be used by Council staff and stored in our record system for only as long as necessary. During this time it can be accessed and amended by you, and will only be given to third parties with your consent or as required by legislation.

APPLICATION AND APPROVAL PROCEDURE

- Read the City of Holdfast Bay Policy and Permit Conditions on Personal Training.
- Attach the required documentation (Certificate of Currency and signed Declaration Form).
- Submit your application and supporting documentation to Council (online).
- A Council Administration will assess your application and notify you of the outcome of the assessment.
- A confirmation letter will be sent to you once your application has been approved.