



● NEW HANOVER COUNTY ●

Smart Start of New Hanover County  
3534 S. College Rd., Suite F  
Wilmington, NC 28412  
910.815.3731  
www.newhanoverkids.org

## **Smart Start Early Care and Education** **CPR/First Aid Private Class Request**

**Program Name:** \_\_\_\_\_

**Complete Address:** \_\_\_\_\_

**Contact Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Which training are you requesting?**     CPR Only                       First Aid Only  
 CPR & First Aid                       Refresher

**Number of participants\*:** \_\_\_\_\_

**List any dates/times you'd prefer the class:** \_\_\_\_\_

**Anything else we need to know?** \_\_\_\_\_

**Procedure for CPR/First Aid class requests:**

- Min number of participants: CPR: 6/FA: 10      Max number of participants: CPR: 12/FA: 20
- Cost:
  - CPR/First Aid:                      \$40 per person
  - CPR only:                              \$25 per person
  - First Aid only:                        \$20 per person
  - CPR/First Aid Refresher:        \$30 per person
- CPR/First Aid classes are conducted at Smart Start.
- CPR/First Aid class requests are on a first come-first served basis and dependent upon the consultant's caseload.
- Training requests must be received at least 15 business days prior to date requested for a class.
- Upon receipt of the request, the assigned consultant will contact you to confirm date/time and details of training.
- Once details have been confirmed, a contract will be emailed via DocuSign with details of the private class. A \$25 deposit fee will be due via check or PayPal link at least one week prior to class date.

Request Received:  
Consultant:

Contract Issued:  
Invoice Issued:

Contract/Deposit Received:  
Payment Received: