



Guardian Reach

706.410.8668

wesley@guardianreachtraining.com

Thank you for booking,

We appreciate you choosing Guardian Reach for your training needs. We have attached our invoice to this email that can be paid via Square or Venmo. This must be paid prior to the course day to be scheduled. If the day must change, it must be done one week (7 days) prior to the course or a 50\$ rescheduling fee will occur.

Prior to the course make sure to review the Student Workbook for the course selected. There are two options to get the Student Workbook. You can order it from American Heart Association through www.worldpoint.com, or request it through Guardian Reach. If you would like Guardian Reach to order your workbook, we must be notified two weeks prior to the course.

The day of the course make sure to have a dedicated room available for instruction. There needs to be a projector, audio, and appropriate tables and seating for the students enrolled. All students should wear comfortable clothing as they will be kneeling down to perform skills during this course. If there are any students with learning or physical limitations let us know immediately. If you have any further questions please reach out. Thank you again and we look forward to training with you.

Sincerely,

Wesley Butler