**Safety Group: Training Approval Request Form**

Please complete the fields below and send this form to your Pinnacol Assurance marketing representative. Your request must be submitted a minimum of 45 days in advance of the date of the training session. Please allow 10 business days for approval.

**Name of Safety Group:** Click here to enter text.

**Contact name:** Click here to enter text.

**Contact phone:** Click here to enter text.

**Contact email:** Click here to enter text.

**Date of training session:** Click here to enter text.

**Location of training session:** Click here to enter text.

**Time of training session:** Click here to enter text.

**Title of training course:** Click here to enter text.

**Training Instructor’s Name:** Click here to enter text.

**Training Instructor’s biography or credentials:** Click here to enter text.

**Course description including information about why this training is important to the safety group:** Click here to enter text.

**Length of presentation:** Click here to enter text.

In addition to the information above, ***please submit a copy of the presentation and any handouts that you will be providing to your safety group members/training participants***. If any of the information above is available on an existing document (e.g., biography), please feel free to send it along with your presentation and handouts. Thank you.

Please note, Safety Group Training Approval Requests should be received no less than 45 days prior to the training. Any requests received after the training was held will not be approved.

If you have any questions, please contact your Pinnacol Agency Sales Manager.