

SkilledTradesBC Tower Crane Practical Assessment INDIVIDUAL APPLICATION

IMPORTANT NOTICE:

1. You are required to submit a copy of your SkilledTradesBC Transcript with this application form.
2. The operator must provide the Crane Specific Site Book (binder) for the assessor. Please ensure the site binder is up to date and available to be reviewed prior to assessor arrival.
3. The crane inspection documentation (NDT) or certification sticker must be: a) ready for review when the assessor arrives on site, and b) up-to-date. **NOTE:** If it is expired the assessment will be immediately terminated.
4. The Crane Load Chart and the Crane Logbook both must be available. **NOTE:** If they are unavailable, the assessment will be immediately terminated.
5. Adequate yard space must be available for crane set up and to perform the operating components of the assessment.
6. There must be a qualified and competent rigger available.
7. No power lines may be in the operating area.
8. The Load Chart & Rigging Assessment is completed online under remote proctoring. A quiet, private space and reliable internet are required. Complete within 90 days of enrolment. Practice tests are available at fulford.ca/crane-operator-certification/bc-yukon/stbc-level-b/ for the operator to prepare.
9. If you are not found competent in one or more sections of the assessment, you may apply to be re-assessed in that section. You may be re-assessed up to two times before having to recommence the certification process. Re-assessment fees are applicable.

PERSONAL CONTACT INFORMATION

If you are applying and paying for your assessment, you may request that we do not notify your employer of your assessment results. To request your results not be shared with your employer by us, please check this box: ☐

First Name	<input type="text"/>	Middle Initials	<input type="text"/>	Last Name	<input type="text"/>
Address	<input type="text"/>			Apt/Suite	<input type="text"/>
City	<input type="text"/>	Province	<input type="text"/>	Postal Code	<input type="text"/>
Home Phone	<input type="text"/>	<input type="text"/>	<input type="text"/>	Cell Phone	<input type="text"/>
Email	<input type="text"/>			Date of Birth	<input type="text"/>
BC Crane Safety ID No.*	<input type="text"/>			mmm / dd / yyyy	

*required

*If you do not know your BC Crane Safety ID number, contact BC Crane Safety.
If you have not registered with BC Crane Safety, go to www.bccranesafety.ca/register.*

EMPLOYER INFORMATION

Company Name	<input type="text"/>				
Address	<input type="text"/>				
City	<input type="text"/>	Province	<input type="text"/>	Postal Code	<input type="text"/>
Contact Name	<input type="text"/>			Title	<input type="text"/>
Phone	<input type="text"/>	<input type="text"/>	<input type="text"/>	Cell Phone	<input type="text"/>
Email	<input type="text"/>				
WorkSafe BC Number	<input type="text"/>				

ASSESSMENT DETAILS

Is a safety orientation required for our Assessor to be on your site? **YES** ☐ **NO** ☐ (check one)

If yes, please provide information about those requirements prior to the assessment date.

Assessment Location

Address

Directions (if needed)

Contact for Access to Assessment Site

Name

Phone:

In a Hurry for your Assessment?

Contact us to expedite your appointment (subject to availability): toll free at 1.888.952.6033 or in the Lower Mainland 604.398.5230 or email info@fulford.ca.

Crane to be Used for Assessment

Make

Model

Please consult Skilled Trades BC for all details about current program requirements including the minimum required number of hours of documented work experience including on-crane and/or rigging hours. www.skilledtradesbc.ca. You are required to submit a copy of your SkilledTradesBC Transcript with this application form.

PAYMENT INFORMATION

Assessment Fee

Assessment fee is \$990 + \$49.50 (5% GST) = **\$1,039.50**

NOTE - Payment is due at the time of application.

Payment must be received before your assessment is scheduled.

Mail certificate to: Operator ☐ Employer ☐

Cheques

- Personal and business cheques are accepted.
- Make cheques payable to **Fulford Certification**
- For all cheques that are not honoured there is a service fee of \$50.

Receipt

Please indicate the email address where the receipt for this application is to be sent:

Operator ☐ Employer ☐ Other ☐
(specify below)

Email Address

Credit Card Information Type (check one)

Visa ☐

Mastercard ☐

American Express ☐

Card Number - - -

Visa & MC: 16 digits; Amex: 15 digits

Expiry Date / CVV#

mm yy

Security Number

Visa & MC: 3 digit number on back of card
Amex: 4 digit number on front of card

Name on Card

Signature

Billing

Address Name Same as Personal Information ☐ Same as Employer Information ☐ Other (please fill out below) ☐

Address

Phone:

City

Apt/Suite

Province

Postal Code

CANCELLATION POLICY

If you are unable to attend your appointment, please contact the office beforehand. Cancellation fees will apply (see below). If you do not contact the office prior to the appointment – “No Show” – your application fee will be forfeited.

<i>Fees are per Operator per Assessment</i>	Over 15 Days* before Appointment	8-15 Days* before Appointment	2-7 Days* before Appointment	48 Hours* or Less before Appointment
Cancellation Fees	\$115.00	\$320.00	\$575.00	\$990.00

About Cancellations & Fees

We understand that unforeseen events occur. If you must cancel or reschedule your assessment please give us **as much notice as possible**. We will make every effort to fill your appointment slot with another client. In more remote locations or very short notice we will unfortunately have to apply our cancellation policy to cover our costs.

Note:

If you do not complete your assessment within 12 months of the date below, you will be charged an administration fee of \$275 plus \$110/year to keep your file open.

* Business Days

PRIVACY NOTE:

Fulford Harbour Group (known as Fulford Certification) is subject to the Personal Information Protection Act, SBC 2003, C23 (“PIPA”). We will not share personal information including the photo with any party except WorkSafeBC or its designates, the employer and the crane operator. For more details, see our Privacy Policy at www.fulford.ca.

INDIVIDUAL AGREEMENT

I declare that all information supplied in this application is true. I understand and agree that failure to provide accurate and complete information and failure to comply with Fulford policies and procedures may result in my application being rejected or my certification being denied or revoked.

I understand that Fulford reserves the right to verify any information in the application or in connection to my certification.

By signing I am consenting to have the results of my assessment shared with SkilledTradesBC and its designates and my employer (unless otherwise indicated in Personal Contact Information on page 1).

I agree to be bound by all Fulford policies and procedures as outlined in this application form (including the Cancellation Policy) and posted at www.fulford.ca.

I attest that I am physically and mentally capable of safely operating equipment on the day of the Practical Assessment.

I understand and agree that any personal injury and/or property damage resulting from or caused in any way by my participation in the Fulford Practical Assessment is not and shall not be the responsibility of Fulford.

I agree to notify Fulford immediately if any of my information as submitted in this form changes or if any other circumstances arise that affect my ability to be certified.

Operator Signature _____

Date _____

For payment by credit card, applications can be emailed to info@fulford.ca.

Or, mail this form (and cheque, if applicable) to Fulford CraneSafe, # 508 – 602 West Hastings Street, Vancouver, BC, V6B 1P2. For all queries, please contact our main office toll free at 1.888.952.6033 or in the Lower Mainland at 604.398.5230.