

COURSE REGISTRATION FORM

REGISTRATION INFO / FEES

Event: Mastering Project Management - Microsoft® Project 2016 Level 1+2
 Date: Contact us for more information
 Venue: Nationwide
 Price: (excluding VAT and per delegate)
 Early Bird: R5999 (pay before [date])
 Standard: R6999
 Group Discount: 4-6 10%
 7-11 13%
 12+ 16%

calculated on standard price

AUTHORIZATION

Full Name:
 Tel (Direct Line):
 Signature + date:
 Person responsible for payment:
 Tel (Direct Line):
 Email Address:

COMPANY DETAILS

Company / Organization Name:

Physical Address:

Postal Address:

Tel (Direct Line):

Tel (S/Board):

Fax:

Email:

VAT Registration:

OFFICE USE

STATUS

DELEGATE DETAILS

Title:	Full Name:	Designation:	I.D. Number:	Cell:	Email:

TERMS AND CONDITIONS

Payment Terms:

Payment is required within five (5) days on receipt of tax invoice

Following completion and return of the registration form, full payment is required within five (5) days from receipt of tax invoice and an invoice will be send as receipt of payment. We reserve the right to refuse admission and withhold CPD points and certificate if payment is not received on time, a payment or an official purchase order must be received prior to the conference or training seminar.

Fees:

Fees are exclusive of VAT

Bulk discounts are not calculated on early bird price. Invoiced amounts need to be paid on or before the early bird date to receive the rate. If names and/or ID numbers are not confirmed before documents are sent through to the venue, you will be liable to pay the courier fee.

Cancellation Policy: Written cancellations made within 48 hours of the receipt of the signed registration form will receive a full refund. Cancellation received in writing 1 month prior to the start of the event will receive a 50% refund or discount on the invoiced amount. Cancellation within 1 month of the start of the event will not receive any refund and will be liable for the full invoiced amount, however a substitution of the delegate will be allowed.

Indemnity: Should for any reason outside the control of CPD Africa conferences or training events, the venue or speakers change, or the event is cancelled due to an act of terrorism, extreme weather conditions or industrial action, CPD Africa conferences and training shall endeavour to reschedule but the client hereby indemnifies and holds CPD Africa conferences and training harmless from and against any and all costs, damages and expenses, including attorney's fees, which are incurred by the client. The construction, validity and performance of this agreement shall be governed in all respects by the laws of South Africa and to the exclusive jurisdiction of whose courts the parties hereby agree to submit.

No-shows: Registrants who do not attend the event, without written notices as per the cancellation policy will be liable for 100% of the invoiced amount.

Important Notice:

This booking form constitutes as a legal binding contract.

Whilst every reasonable effort will be made to adhere to the advertised brochure(s), CPD Africa reserves the right to change venues or location.

Reg No: 2014/277281/07

VAT No: 4910268376



BANKING DETAILS

Bank: FNB
 Branch: Woodstock
 Account No: 6251 8971 264
 Branch Code: 201909
 Acc Holder: Continuous Professional Developments (Pty)Ltd

tel: 021 100 3448

fax: 086 459 1069

email: info@cpdafrica.co.za

web: www.cpdafrica.co.za