## ADVANCED MICROSOFT EXCEL SKILLS & DASHBOARDS TRAINING COURSE 2019

20-21 June, Holiday Inn Express, Sunnypark, Pretoria



REGISTRATION AGREEMENT FORM Please Kindly tick your prefered package below		
Receive a new laptop for the course Price: R 9 999.00	Attend with your	own laptop Price: R 6 999.00
NB: Email completed registration fo	<mark>rm to –</mark> marketing	g@preeminent.co.za
Company Name:		
Type of Business		
Address:		
	VAT Number:	
Tel:	Fax:	
Delegate 1:	Cell:	
Position:	Email:	
Delegate 2:	Cell:	
Position:	Email:	
Delegate 3:	Cell:	
Position:		
Delegate 4:	Cell:	
Position:	Email:	
Delegate 5:	Cell:	
Position:	Email:	
Delegate 6:	Cell:	
Position:	Email:	
AUTHORISATION: Signatory must be authorised to sign on behalf of company  Name:  Position:  Signature:		Payment Methods Bank Name- Absa Acc Name- Preeminent Consulting Account Number- 4092469991
Signature:Date:		Branch Code – 632005

## **TERMS AND CONDITIONS**

**Payments:** Payment should be made within 5 working days after receipt of invoice unless agreed otherwise. Please note that full payment must be received prior to the event. Only delegates who have made full payment will be admitted into the event unless agreed otherwise with management.

Cancellations & Substitutions: All cancellations must be made in writing at least 14 days in advance. Cancellation less than 7 days will be charged full course fee. Substitutions are welcome at any time. However, please inform us at least 24 hours before for preparation of necessary documents. Provided total fee has been paid, payment will be credited towards the rescheduled dates or to a future program should there be no substitution. Under circumstances beyond our control, venues may change at any time or the workshop be cancelled or moved to a different date or venue. We will therefore try to reschedule the event and advise the delegate to transfer to another event of their choice within a period of 12 months.