



Training Registration Form

Course	Mark with "X"
Communication & Teamwork	
Job Analysis	
Paterson Job Evaluation	
Assertiveness	
Business Ethics Champion	
Coaching & Counselling Skills for Managers	
E-Colors & Personal Intervention	

Course	Mark with "X"
Emotional Intelligence	
Mentoring - The Big Picture	
The Glue that Enables Bridges (Interpersonal Skills)	
Unlocking Management-Leadership	
People Skills 101	
POPI Act	
The Power of Persuasion	

Participant Particulars

Name	Job Title	Email	Tel Nr

Company Details

Company Name:	
VAT Number:	
Registration Number:	
Responsible Person:	
Email Address:	
Telephone Number:	
Address:	
Address (cont.):	
Purchase Order Number:	

Please turn over pg 2

Delegate Signed: _____ Date: _____



Training Registration Form

- 2 -

Pricing Note:

- ◆ Training fees exclude VAT, taxes, accommodation and travel expenses.
- ◆ Training fees must be paid in advance.
- ◆ Confirmation of payment must be received before delegates may attend training.

Refunds on cancellations of single programmes:

- ◆ Cancellations will only be accepted in writing.
- ◆ 100% will be refunded for cancellations received one month before the training date.
- ◆ 50% will be refunded for cancellations received three weeks before the training date.
- ◆ No refunds will be given for cancellations received less than two weeks before the training date.
- ◆ No refunds will be given for non-attendance.

Accommodation, Airport Transfers & Dietary Requirements:

Are you using one of these services:	Yes / No
*Receive 10% discount on Accommodation Booking with Venue	
*Receive 10% discount on Airport Transfers	
State your Dietary Requirement – Kosher, Halaal, Vegan, Vegetarian	

* Discount will apply to preferred suppliers

AGREED TO AND ACCEPTED:

Delegate Signed: _____ Date: _____

Manager Signed: _____ Date: _____