

Registration Form

2 easy ways to register

1. Fill this form and fax it back to +44 208 711 2552

2. Visit our web site and register on line

Course Name & Date

Number of Delegates

Early Bird _____ **Regular Price** _____

Delegate 1

Name _____ **Surname** _____

Job Title _____

Department _____

Company _____

Address _____

Post code _____ **Country** _____

Tel. _____

E-mail _____

Delegate 2

Name _____ **Surname** _____

Job Title _____

Department _____

Company _____

Address _____

Post code _____ **Country** _____

Tel. _____

E-mail _____

Delegate 3

Name _____ **Surname** _____

Job Title _____

Department _____

Company _____

Address _____

Post code _____ **Country** _____

Tel. _____

E-mail _____

Signature _____ **Date** _____

I have read and understood the booking terms and conditions.

Location

Payment details:

Bank transfer to Eureka Financial Ltd.

HSBC Business Banking

Sort code 400226

Account number 32240939

Send a cheque paid to Eureka Financial Ltd

Invoice me

Purchase Order Number _____

Company VAT Number _____

Please note that your place on a course is not guaranteed until the payment has been received.

Data Protection

Your details will be used for administrative purposes and for continuous delivery of the information you have requested. We would like to contact you from time to time with information about other courses. If you do not want to be contacted by one of the following mediums, please tick the relevant option.

By mail: _____ By phone: _____ By e-mail: _____

Discounts

1. Early Bird discount
 2. 5% discount for a booking of 2* and 10% for the group of 3
 3. Book 2 courses at the same time and receive 10% of the cheaper one
 4. £100 of your next course booked within a year after attending one of our courses
 5. Recommend us to your colleagues and receive up to 50% off**
- * Only for some courses. Check relevant course web site for details
- ** 10% discount for each person who registers from your recommendation

Cancellation Policy

If you are unable to attend the course, you can either send a replacement at no extra charge or, up to 10 days before the training, you can transfer your booking to another course within the next 6 months for an additional administration fee of 25% of the course value. Please note that you can only transfer once.

Alternatively, for cancellations requests received 4 weeks before the course date we will offer a refund less an administration fee of 10% of the course price.

Cancellations must be made in writing (letter or fax) and reach our office four weeks prior to the course date. We regret that no refunds can be given after this period. Non-attendance without any notification will be charged at full rate.

Your place on a course is not guaranteed until we receive the payment. All payments must be made in full before the course date.

Disclaimer

Eureka Financial Ltd. reserves the right to make programme/speakers/venue changes due to unforeseen circumstances. Eureka Financial Ltd. accepts no responsibility for any loss or damage to property belonging, or any personal injury incurred, to attendees during the course, within the venue or otherwise.

Eureka Financial Ltd. does not advise to make any travel arrangements before receiving final course confirmation. In case of course cancellation Eureka Financial Ltd. does not accept responsibility for any arrangements made before receiving this confirmation.

