



# MBA TRAINING COURSE

## Booking Form

### Health & Safety Representative

Date:			
Start:			
Duration:		Queries	
Cost:		Tel:	
		Email:	
Venue:			

### Company Details

Company Name:			Banking Details:
Member Number:			East Cape MBA
VAT Number:			Standard Bank
Postal Address:		Code:	Acc No. 080 391 133 Branch 05 00 17
Contact Person:			
Email address:			

PLEASE EMAIL PROOF OF PAYMENT TO SECURE YOUR SPOT.

Candidate's Full Name:	Candidates ID Number:

### Terms and Conditions:

1. Booking forms MUST be submitted to us three (3) days prior to the training date.
2. The full course fee is payable before training date.
3. Certificates will only be issued after the MBA has received full payment.
4. In the case of cancellation: 100% of fee is payable if cancelled within 3 working days of the course, 50% is payable if cancelled within working days.
5. Cancellations are to be submitted in writing and shall be effective as of the day received by the MBA.
6. You will still be liable for the fee should your candidate not arrive for the training.
7. We reserve the right to reschedule any course.
8. The company will be notified if training is cancelled or rescheduled.
9. Please make sure that the candidate is able to read & write English
10. Candidates are to bring their own stationary.