

Course Registration Form

Company name :			
Name contact person :			
Phone number contact person :			
E-mail contact person :			
Billing address :			
Name & e-mail participant 1:			
Name & e-mail participant 2: (if not applicable, leave blank)			
Name & e-mail participant 3: (if not applicable, leave blank)			
Name & e-mail participant 4: (if not applicable, leave blank)			
Number of vegetarian participants:			
Purchase order number :			
Selected courses for Alterian CMS Corporate Edition :	<input type="checkbox"/> Standard Editor training <input type="checkbox"/> Advanced Editor training <input type="checkbox"/> CMS Administrator training <input type="checkbox"/> Designer training <input type="checkbox"/> Developer training <input type="checkbox"/> Web Asset Manager training <input type="checkbox"/> XHTML/CSS primer	(1 day) (1 day) (1 day) (1 day) (2 days) (1 day) (1 day)	<u>course code</u> CMC-STE CMC-STAE CMC-STA CMC-STD CMC-STDEV CMC-STWAM CMC-STP
Preferred dates:			
Preferred location:	<input type="checkbox"/> Newbury <input type="checkbox"/> Hilversum <input type="checkbox"/> On site	<input type="checkbox"/> Poole <input type="checkbox"/> Other:	
Partner contract number ¹ :			
Consultancy Order number ² :			

¹ Contract number for partner with Partner contract.

² Consultancy Order form with training sales conditions.



Version

Which version of Immediacy/CMC does your organisation use?
Please indicate full version number e.g. Version 5.5 or Version 6.0

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Other things you need to know

In written communication with Alterian, always mention

- the training code,
- the name of the delegate,
- your company name and
- your billing address.

I have read and agree with the conditions for training registration presented in this form. The course fee will be paid after reception of the bill.

Agreed,

Date:

Name financial responsible:

Signature:

Company stamp:

E-mail this document to:

cms-training@alterian.com

3 Cancellation by the client for one or more participants can be done until 16 working days before the start of the training without any charges. When a course is cancelled between 15 and 6 working days before the start of a training, 50% of the course price will be charged. Cancellation within 5 working days before the start of the course means that the full course price will be charged. Cancellation of a course by the client does not automatically give the right to a substitute training, classroom or teacher at any other time. Changing to another course date will be regarded as a cancellation of the client's original purchase order. Only written cancellations will be accepted. Alterian reserves the right to reschedule a training for which less than three people apply.

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