

Seiki Systems Training Booking Form

Ref: Website S01_09

Course dates and times can be found on the Seiki Systems website:
www.seikisystems.co.uk/training



Course Details

Course Title: _____

Course Date: _____

Location: _____

If you are interested in attending more than one Seiki Systems course please contact Tara Lacey, Tel: 01273 680411 or email taral@seikisystems.co.uk

Delegate One Details

Title: Mr Mrs Miss Ms Other

Full Name: _____

Job Title: _____

Direct Tel No: _____

Fax No: _____

Email: _____

Delegate Two Details

Title: Mr Mrs Miss Ms Other

Full Name: _____

Job Title: _____

Direct Tel No: _____

Fax No: _____

Email: _____

Delegate Three Details

Title: Mr Mrs Miss Ms Other

Full Name: _____

Job Title: _____

Direct Tel No: _____

Fax No: _____

Email: _____

Company Details

Company Name: _____

Company Address: _____

Town: _____

Postcode: _____

Main Tel No: _____

Payment Details

Quote Ref: _____ (if applicable)

Purchase Order No: _____

Please invoice my company

I enclose a cheque (made payable to Seiki Systems Ltd)

Signature: _____

By signing above I agree to accept Seiki Systems' booking terms and conditions

Date: _____

We would like to contact you regarding other training courses and products that may be relevant to you.

Yes, I wish to receive information about training courses and products from Seiki Systems Ltd

By Post Email Telephone (tick all that apply)

Fax this form to: +44 (0)1273 602564

Mail this form to: Seiki Systems Ltd
Olivier House
18 Marine Parade
Brighton
BN2 1TL

Training bookings and advice
+44 (0)1273 680411

Terms and Conditions

(Seiki Systems Training Courses)



Bookings

Can be made by fax, post, email and are considered to be confirmed bookings when made.

Telephone

Bookings made by telephone should be confirmed within 7 working days and will only be regarded as provisional until Seiki Systems have received written confirmation

Cancellations

Written notification of cancellation of the course booking within 7 days of the course date, or failure to attend a course without prior written notification, will be subject to the following scale of charges:

- 50% cancellation fee is applicable if the booking is cancelled 14 days or more prior to the course date
- 100% cancellation fee is applicable if the booking is cancelled within 7 days prior to the course date

Note: The original course fee is the amount that has been invoiced.

Substitutions

Customers may substitute the original delegate with another person at no extra charge. Written notification is required to substitute a delegate.

Payment

All prices are subject to VAT costs. All course fees must be paid in full upon completion of the course.

Accommodation

It is possible for delegates to take advantage of the highly competitive corporate rates negotiated by Seiki Systems at our recommended local accommodation. Please ask for further information at the time of booking.

Cancellation of course

Seiki Systems reserves the right to amend or cancel any course, course times, dates or published prices. Changes to course prices, times and dates will be advised before the start date and any course already paid in full will not be subject to the revised price. As a course may be cancelled up to two weeks prior to the published date we do not recommend that delegates make travel arrangements prior to this time. Any travel costs incurred are entirely the delegates responsibility. Seiki Systems does not accept any liability for reimbursement of travel costs.

Intellectual property

All course materials provided by Seiki Systems remain the intellectual property of Seiki Systems Ltd.

Special Requirements

Seiki Systems shall endeavour to meet any special requirements and dietary needs of delegates. Simply state your requirements at the time of booking and we will make the necessary arrangements prior to your arrival.