**Training Registration Form**

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| --- | --- | --- | --- | --- |
| **Course Title:** | **Dates** | **Training Fee** | **Certification Fee\*** | **Discounts (Applicable only on training fees)** |
| Preparation for IPMA “Junior Project Manager (Level D)” certification | 09-12 June | €1.000 | €500 (The Certification will take place in the 4th Quarter, 2009) | **10%** off the fees of the 2nd delegate registering from the same employer  **25%** off the fees of the 3rd delegate registering from the same employer |

**\* A minimum of 12 delegates must apply in order for the certification to take place. Certification is offered through membership to the Cyprus Project Management Society. A one year Associate Membership to CPMS is included in the certification fee.**

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| **Course Fees :** | **Individual Fee** | **Fee for 2 delegates from same employer** | **Fee for 3 delegates from same employer** |
| Preparation for IPMA “Junior Project Manager-Level D)” certification | €1.000 | €1.900 | € 2.650 |

**Deadline for Registration, Monday May 4th, 2009.**

|  |  |  |  |
| --- | --- | --- | --- |
| Delegate (s) Name | **Delegate will take the Exam** | E-Mail | Phone |
|  | Yes  No |  |  |
|  | Yes  No |  |  |
|  | Yes  No |  |  |
|  | Yes  No |  |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Organization Name & Address: | | | | |  | | |
| Registration #: | | |  | | | | |
| Name & Title: | | |  | | | | |
| Phone No: | |  | | | | Contact Email Address: |  |
| Signature & Official Seal: | | | |  | | | |
| Date: |  | | | | | | |

Payment Options (please choose one):

|  |  |  |
| --- | --- | --- |
| Cheque Payable to: |  | Direct Deposit: |
| Cyprus Project Management Society |  | Account: Cyprus Project Management Society |
| P.O. Box 27757 |  | Bank: Bank of Cyprus |
| 2433, Nicosia |  | A/C#: |

I agree to the Terms and Conditions, related to the training courses offered by the Cyprus Project Management Society, as outlined in the accompanying document.

Please return this registration form completed and signed to:

* Fax: +357 22 44 14 93 or by e-mail to [info@cpms.org.cy](mailto:info@cpms.org.cy). Or
* Fax: +357 22 352057 or by e-mail to [papadopoulos.c@intercollege.ac.cy](mailto:papadopoulos.c@intercollege.ac.cy), [kyriacou.a@intercollege.ac.cy](mailto:kyriacou.a@intercollege.ac.cy)

**Terms & Conditions – Cyprus Project Management Society Training Courses**

These terms and conditions (“Terms”) form the entire agreement between the Cyprus Project Management Society (“CPMS”) and the client (“Client”, “you”) for the services provided. These Terms shall prevail over any terms of business or purchase conditions offered by the Client, unless agreed otherwise in writing. These Terms may not be varied without the written agreement of authorized signatories of the parties.

1. A signed registration form confirms that you have read and agree to the terms and conditions below:
2. A place on a course is reserved only upon receipt of a signed registration form accompanied by a purchase order for an amount equal to the equivalent course quote
3. **Cancellation by the Client**: The Client may cancel a confirmed course by giving written notice and on payment of a cancellation fee, which is a percentage of the course fee. The cancellation fee varies with the amount of written notice given to the Cyprus Project Management Society as follows: > 30 working days – no fee; 11-25 working days – 50% fee; 0-10 working days – 100% fee.
4. **Cancellation by the CPMS:** The CPMS reserves the right to cancel a course up to ten (10) working days prior to the commencement of the course. The CPMS will notify the organization’s contact person, indicated in the submitted registration form.
5. **Fees and Payment Terms:** The CPMS shall invoice the Client for all fees, charges and expenses due plus VAT at the quoted rate. All invoices are payable within 30 days of the invoice date.
6. The total liability of the CPMS to the Client shall be limited to the total Fees paid or payable by the Client to the CPMS in relation to the specific service to which the claim relates. Under no circumstances shall the CPMS have any liability to the Client for loss of profit, revenue, anticipated savings or bargain or loss or corruption of data or software or for any indirect special or consequential losses.

Thank you for your interest in the Cyprus Project Management Society

PMFORUM