







# Workshop Registration Form 2010

## How to register – four easy methods

-  Book Online at [www.parrimark.com/about-us/events](http://www.parrimark.com/about-us/events)
-  Mail a copy of this form to **PO Box 980, Bondi Junction NSW 1355**
-  Fax back your registration on (02) 8383 4344
-  Email scanned copy to [workshops.au@parrimark.com](mailto:workshops.au@parrimark.com)

### Participant Details

NAME \_\_\_\_\_

COMPANY \_\_\_\_\_ POSITION \_\_\_\_\_

ADDRESS \_\_\_\_\_

CONTACT PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ P/CODE \_\_\_\_\_

### Course Details

Please indicate the course/s you wish to attend. A tax invoice confirming your registration will be forwarded to you within two days of your receipt of payment. Please contact us if you do not receive it within this time.

Workshop	Date	Time	State	Price (INC. GST)	No. Attendees	Total
Accelerator Plus		9am–5pm		\$550.00 pp		
Champion Administrator		9am–5pm		\$550.00 pp		
Report Maximiser		9am–5pm		\$550.00 pp		
Super user		9am–5pm		\$550.00 pp		
Business Generator		9am–1pm		\$385.00 pp		
<b>Total</b>						

### Payment Details

- Please find Cheque for \$\_\_\_\_\_ enclosed
- Please charge \$\_\_\_\_\_ to my  Visa  Mastercard

NAME ON CARD \_\_\_\_\_

CARD NUMBER \_\_\_\_\_

EXPIRY DATE \_\_\_\_\_ CCV NO \_\_\_\_\_ SIGNATURE \_\_\_\_\_

- Electronic Funds Transfer, National Australia Bank – Bondi Junction (Parrimark Technology Pty Limited)  
(Please send through remittance advice)  
BSB: 082–140 – Account No: 52864–9342

Please read terms and conditions below and sign.

**Enrolment Requirements:** Bookings are only confirmed upon receipt of full payment of the workshop fee. A confirmation letter and tax invoice will be provided after full payment has been received by Parrimark. Please contact PARRIMARK if you do not receive this within 4 working days of making payment. **Cancellations and Refunds:** PARRIMARK will issue a full refund if notification of non-attendance is given by you 14 full working days or more before the workshop date. If notification is received between 8 and 13 full working days before the workshop date a transfer is available to an alternative workshop date for a workshop of the same or less cost. No refund is provided if notification of non-attendance is given by you 7 full working days or less before the workshop date. These terms apply irrespective of when a booking is created. **Transfers:** Transfers between workshops can be arranged if notification is received 8 full working days before the commencement of the workshop from which you wish to transfer. If less than 8 working days notice is provided the booking is forfeit and any new workshop booking will require payment of the relevant workshop fee in full. **Credits:** A training credit will be issued in cases where a workshop transfer is not possible, provided the request is made 8 full working days before the commencement of the workshop which can no longer be attended. If less than 8 full days notice is provided the booking is forfeit and any new workshop booking will require payment of the relevant workshop fee in full. Please note, this credit will be valid for a period of 12 months, during which it may be used towards the cost of another training workshop. If the credit is not used within 12 months it will expire. **Cancellation of Workshop by PARRIMARK:** PARRIMARK reserves the right to cancel in its sole discretion any particular workshop or event. In the event that a specific workshop is cancelled then participants enrolled in that workshop will be transferred to the next available workshop and notified by PARRIMARK of the change. PARRIMARK assumes no responsibility for non-refundable airline tickets or other expenses incurred due to workshop cancellations. In the event that PARRIMARK cancels scheduled training and you do not wish to be transferred to another workshop, you will be provided with a full refund of fees upon request. **Copyright:** All PARRIMARK workshop material is protected by copyright and is not able to be copied or utilised by you or any other party without permission from PARRIMARK. This applies to the complete workshop materials or any part of them. **Preparation for the workshop:** It is important that you fully satisfy any specified prerequisites. There will not be sufficient time to cover assumed knowledge during the workshop. **Substitutions:** Request to transfer an enrolment to another person must be notified to the PARRIMARK Workshop Coordinator and acknowledged by PARRIMARK prior to the commencement of the workshop. **Workshop prices:** Prices are subject to change without notice and will be quoted excluding GST and confirmed at the time of booking. **Discounts:** Any promotional or other discounts on workshop fees may only be claimed at the time a booking is made.

NAME \_\_\_\_\_ SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_