

Please fax to 0865053223 or go to www.apsol.co.za for online bookings

Company Details	
Company:	
Postal Address:	
Contact Person:	VAT No.
Contact Phone:	Contact Fax:
Email Address:	Order No.

Delegate and Course Details		
Delegates Names	Course Names	Course Date

Apsol Training thanks you for your booking and we are confident that you and your staff will enjoy this learning experience.

OUR TERMS AND CONDITIONS

All cancellations and rescheduling must be made in writing in advanced. If cancellations and rescheduling is done within the 5 working days of the course, a 50% cancellation fee will be charged. (You will be allowed to substitute with other staff member)
 All cancellations and rescheduling must be made in writing in advanced. If cancellations and rescheduling is done within the 2 working days of the course, an 80% cancellation fee will be charged. (You will be allowed to substitute with other staff member)

Subsequent to completion and return of the booking form, payment must be received prior to commencement of course.

If payment cannot be authorised before the course date an alternate payment date has to be arranged, if not, interest on the outstanding amounts will be charged and calculated as of course date.

Apsol training reserves the right to refuse admission if payment is not received.

If payment is made by direct deposit, kindly fax proof of payment.

Non-payment or non-attendance does not constitute cancellation.

Apsol reserves the right to reschedule courses due to low enrolment and is not liable for any cost incurred by clients as a result.

The fees paid in this respect will not be refunded but can credit to a future training course.

If any of these Terms and Conditions are not met, all discounts, Bulk discounts or Voucher discounts will be void and you will be liable for the full amount.

Should the account go into arrears and the account is handed over to an attorney /collection agent the client will be liable for all fees at the maximum prescribed rate. Current interest rate is charged at 17.5% p.a.

Please direct any complaints to Leon Le Roux (Apsol Training) on (021) 910 3858 or to ISETT SETA on (011) 207 2600

I am authorized to and hereby understand and agree to these Terms & Conditions

Name & Surname	
Signature	
Payment Date	