



ENROLMENT FORM

SEND TO FAX: +386 1 4746 501

COURSE INFORMATION	
Course Name / Code	
Course Date	
Course Location	
STUDENT INFORMATION	
Title (Mr, Mrs)	
First Name	
Last Name	
E-mail Address (Valid e-mail address is required for registration confirmation.)	
COMPANY INFORMATION	
Company Name	
Street Address	
City	
ZIP / Postal Code	
Country	
Business Phone	
Fax	
PAYMENT INFORMATION	
Payment Method	<input type="checkbox"/> Send me proforma invoice <input type="checkbox"/> Purchase Order <input type="checkbox"/> Charge my credit card
If you are paying with a credit card, please provide us your credit card information below:	
Credit Card Type	<input type="checkbox"/> American Express <input type="checkbox"/> Visa <input type="checkbox"/> Master Card <input type="checkbox"/> Diners Club





ENROLMENT FORM

Credit Card Number	
Expiration Date	
Name of Cardholder	

Authorized signature:

Date:

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Terms and conditions

Registration

Please complete and fax the attached enrolment form as indicated. Places are limited so please enrol without delay. Please ensure that the enrolment form is fully completed. Please register at least 15 days prior to the course start date. Course registrants are considered confirmed on receipt of a valid method of payment by NIL for the course they are scheduled to attend. NIL requires payment of all confirmed courses.

Course cancellation

Confirmed registrants may cancel their attendance at a specific course up to 15 working days in advance of the scheduled course date without penalty. Cancellations made within 6 to 15 working days before the scheduled course start date will be liable for 30% of the course fee. Cancellations made within 5 working days of the start of the registered course or in the case of a "no-show", will be liable for the full cost of the course.

All cancellations must be confirmed in writing with the Enrolment Coordinator. Enrolment Coordinator contact information is stated in the course confirmation email message. This contact must be used for all correspondence relating to the cancellation.

Attendee substitutions are allowed only prior to the course beginning.

NIL reserves the right to cancel courses at any time, without responsibility for any cost or subsequent damage to the registrants, or their agents. Whenever possible NIL will give two weeks notice for course cancellations. In the case of courses cancelled by NIL, prepaid course fee is refundable in full.

Payment

For payments based on pro-forma invoice the payment should be done to the bank account indicated on the pro-forma invoice. The payment should be received by NIL prior to the course beginning. Checks and credit cards are also accepted.

Account information:

Bank: Nova Ljubljanska banka d.d., 1000 Ljubljana, Slovenia
Account Name: NIL d.o.o., Tivolska cesta 48, Ljubljana, Slovenia
Account No, IBAN Code: SI56029210013983370
Swift Code: LJBASI2X
VAT ID: SI88715370

