



Innovative Food Safety Consulting cc
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 P.O. Box 50814, Bachbrecht, Windhoek Website: www.foodsafetynamibia.com

Course Registration Form

Course Name: _____

Training Date: _____ City: _____

COMPANY/GROUP REGISTRATIONS	INDIVIDUAL REGISTRATIONS
Organization's contact person: *	Delegate's name: *
Company name*	Postal Address*
Email Address*	Phone number*
Phone number*	Email Address*
<u>Delegates Names:</u>	
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	
Authorization:	
_____	_____
Initials and Surname	Designation
_____	_____
Authorization signature	Date

Terms and conditions of bookings:

- 1) Registration forms must be completed and submitted 15 days prior to a scheduled course
- 2) Full course fees are payable in advance if your Organisation does not have an account with IFSC or when you attend as an individual.
- 3) Confirmation of attendance is only permitted upon receipt of a Purchase Order number if your Organisation has an account with IFSC or full payment before commencement of the course if the Organisation does not have an account with IFSC.
- 4) Failure to provide proof of payment will lead to the learner being refused entry to the course.
- 5) IFSC reserves the right to cancel /reschedule the course due to insufficient learner registrations.
- 6) All cancellations by learner must reach the below address, in writing, not later than 10 days prior to the commencement date of the course.
- 7) An administration and cancellation fee of 50% will be payable in respect of a cancellation received less than 10 days prior to the commencement date of the course.
- 8) Non-attendance without a cancellation notification will result in the full course fee payable.

Please return completed form (s) to:
 E-mail: info@foodsafetynamibia.com or ifsnam@gmail.com