

REGISTRATION FORM - TrainEval.2009 March - July 2009

Please send via post or fax to:

TrainEval Headoffice

c/o Euronet Consulting EEIG
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Name and degree: _____

Organisation: _____

Position: _____

Address for invoicing: _____

VAT number: _____

Phone: _____ Mobile: _____

Fax: _____ E-mail: _____

**I hereby register for the following course/modules offered
by AGE G Consultants eG and Euronet Consulting EEIG:**
(Indicate your choice by marking the relevant box with a cross.)

Modules	Complete	Single	Location	Dates	Fee *
Module 1		<input type="checkbox"/>	Brussels	10.-13.03.2009	€ 1.280 + VAT
Module 2		<input type="checkbox"/>	Brussels	21-24.04.2009	€ 1.280 + VAT
Module 3		<input type="checkbox"/>	Brussels	12-15.05.2009	€ 1.280 + VAT
Module 4		<input type="checkbox"/>	Brussels	30.06-03.07.2009	€ 1.280 + VAT
TrainEval 3	<input type="checkbox"/>		Brussels		Complete Course: € 4.300 + VAT

* The fees cover the training itself, the training documents, training facilities & equipment and coffee breaks. **Accommodation and meals are not included and need to be booked directly by the participants.** Please visit our website www.traineval.org to find a list of nearby hotels. Course materials are foreseen for personal use by the participants. Course materials or parts of it may not be reproduced without prior written agreement by the organizers.

Application and Cancellation Conditions:

The application deadline for the complete course is the 13th of February 2009. Single modules can be booked until four weeks before the start of each module¹, subject to available places. To apply, please fill in this registration form and send it by fax or post to the TrainEval head office. If you need to cancel your application for the complete course or for a single module for any reason, please note that the following conditions concerning the fees apply:

- Cancellation within 6 calendar weeks or more before a course or module starts: free of charge.
- Cancellation between 6 calendar weeks and 3 weeks before a course or module starts: 50% of the fees forfeited.
- Cancellation within less than 3 calendar weeks before a course or module starts: 100 % of the fees forfeited.

¹ Deadline for registration for the 1st Module only is 13th of February. Module 2, 3 and 4 can be booked until 4 weeks before the start of each module, subject to available places. For participants of individual modules of TrainEval who wish to sign up for additional modules, this will be handled in flexible way under the conditions that places are still available.

In the case of absence in maximum two modules for compelling reasons and a written cancellation of participation at least three weeks before the start of the concerned module (date of post stamp), a participation in the respective module of the next TrainEval course without change of price can be agreed upon under the condition that those modules of the next course are not overbooked. The implementation of a following TrainEval course can explicitly not be guaranteed, an obligation for the organiser does not exist.

In any case, an administrative charge of 50 EUR applies to all changes in participation. In case of non compliance with the notice periods or in case of no-show in the course or premature termination of the course from side of the participant, the possibility for participation in the next course is not applicable.

Organisations can book a complete course and send different participants to each module. However, they have to give a complete list of attending participants in advance (sending of registration forms). In case of changes to the given participants within the organisation, the standard rules and administrative charges apply as stated above. The option to recuperate modules to which the participant could not participate within the next TrainEval course does not apply for organisations that send different participants to each module as a general rule. Exceptions are only possible in case of compelling reasons. In that case the procedures of the general conditions are applicable.

The organisers reserve the right to cancel the event if it is under subscribed or for any other reason. They are entitled to shift parts of the course due to important reasons as well as to implement necessary changes in regard to trainers and venue. Participants will be informed immediately about such changes and course fees where applicable refunded. In the event of cancellation the fee will be fully refunded. Any replacement or consequential costs of the participants, due to cancellation or shifting of courses, are excluded. The organisers cannot be held liable for any pre-booked travel or accommodation cost.

I am aware of the contents and conditions (place, dates, prices, application deadline, and cancellation conditions) of the training course which are indicated on this document and at the website: www.traineval.org.

Place & date: _____ Signature: _____

Corporate Prices

We pursue a corporate price philosophy. Please approach us in order to negotiate special financial conditions for organisations interested in involving a higher number of professionals per course. Please contact us at info@traineval.org for further information.

Tailor-Made Courses

The importance of flexibility and an understanding of differing priorities is a lesson we keep learning every day in our worldwide assignments.

This is also reflected in the way we perceive our TrainEval course. Therefore, we are prepared to offer additional, customised courses tailored in accordance with the specific needs of your organisation.