

GATEWAY TO TRAINING

COURSE REGISTRATION FORM



Course: *Intermediate Excel Course 2019*

Date: Tuesday, 17 December 2019

Time: 9.30am – 4.00pm (Qld Time)

Cost: \$160.00

Trainer: Michelle Bate

****Please register no later than 3 December 2019****

Name: _____

Business: _____

Address: _____

Phone: _____ **Mobile:** _____

Email: _____

Signature: _____

How did you hear about this course? Noticeboard ☐ GTT Website ☐ Facebook ☐
Contacted by GTT ☐ Word of Mouth ☐ Newsletter ☐ Other: _____

Please tick this box if you do not wish to receive occasional marketing emails from GTT ☐

Will you require additional assistance to complete this course e.g. assistance with reading, writing, learning difficulties, hearing? If yes, please list _____

Cancellation terms and conditions

For cancellations received **more than ten (10) business days** prior to the course, fees will be refunded in full. For non-attendance, cancellations or transfers received **less than ten (10) business days** prior to the course, 100% of fees will be forfeited. By signing this form, you agree to these terms and conditions.

Registration and prepayment are essential.

Cheques are payable to Gateway To Training. Credit cards are accepted.

Cheque ☐ **Cash** ☐ **MasterCard** ☐ **Visa** ☐

Expiry Date: _____/_____/_____

Card No: _____/_____/_____/_____

Name on Card: _____

Signature: _____

Thank you for registering with Gateway To Training.

Please return this form with payment to confirm your place, as class sizes are limited.

Gateway To Training

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Office Use only		
<input type="checkbox"/>	<input type="checkbox"/>	INV/SR/MR
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