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**ENROLMENT FORM FOR WORKSHOPS**  
**PLEASE PRINT**

**NAME OF COMPANY:** \_\_\_\_\_

**TEL NO.** \_\_\_\_\_

**EMAIL.** \_\_\_\_\_

**P.O. BOX** \_\_\_\_\_

**CODE** \_\_\_\_\_ **CO VAT NO:** \_\_\_\_\_

**WORKSHOP NAME: Discipline in the Workplace**

NAME	SURNAME	WORKSHOP DATE	IDENTITY NUMBER

To guarantee the delivery of the service, payment must be made prior to the commencement of the service with proof detailing the relevant invoice and account number faxed through to our offices.

**CANCELLATIONS:**

We will be disappointed if you can't make it but as long as we receive your cancellation in writing (e-mail) 5 working days before the workshop. Alternatively, you are welcome to exchange your fee for any of our products, send a substitute or transfer to our next seminar. If delegates do not arrive for training the fees will be forfeited.

**CONFIRMATION:**

Please accept the booking subject to the above terms and conditions.

**SIGNED:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**CAPACITY:** \_\_\_\_\_

**NAME AND CONTACT DETAILS OF PERSON PROCESSING PAYMENTS:**

**NAME:** \_\_\_\_\_

**CONTACT NUMBER:** \_\_\_\_\_

**EMAIL ADDRESS:** \_\_\_\_\_