

# Registration Form

e-mail: [infoshanghai@camercaita.com](mailto:infoshanghai@camercaita.com)

We will contact you promptly as soon as we receive your registration.

## Participant:

Name: \_\_\_\_\_

Company: \_\_\_\_\_ Position: \_\_\_\_\_

Address: \_\_\_\_\_

Mobile: \_\_\_\_\_ E-mail: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Training Course: \_\_\_\_\_

Date & Signature: \_\_\_\_\_

## Price Policy:

All CICC Members can enjoy the promotion 2 participants at the price of 1  
Corporate Training – email [infoshanghai@camercaita.com](mailto:infoshanghai@camercaita.com) for more information\*

## Registration and Cancellation Policy:

Registration : by email - after receiving your email we will send you the registration form. Please fill it in, sign it and stamp it and send it back to [infoshanghai@camercaita.com](mailto:infoshanghai@camercaita.com) at least 1 week before training date. The registration form will act as contract between  
Fee & Payment: A) Company booking - if the registration is made on behalf of a company, payment will be collected by bank transfer to be received at least 3 days before class is scheduled. B) Personal booking - payment will be collected by bank transfer to be received at least 3 days before class is scheduled. C) Corporate training - for payment terms and conditions email [infoshanghai@camercaita.com](mailto:infoshanghai@camercaita.com). \*\*

## Cancellation:

- a) you are welcome to design a replacement at any time, free of charge
- b) in order to cancel your booking, inform Staufen in writing by email ([infoshanghai@camercaita.com](mailto:infoshanghai@camercaita.com))
- c) Cancellation within 10 days before event, 50% of training fee is due to Staufen.Shanghai. Cancellation 5 days before event, full fee will be charged.

Staufen will make all reasonable efforts to deliver the Course as outlined on the website and in any brochure. However Staufen reserves the right to: - make reasonable adjustment to the timetable, location or presenters specified for a Course; and - make reasonable amendments to the content of a Course when necessary.

Staufen reserves the right to cancel any Course by giving you notice in writing at any time before the Course is due to start. Staufen will refund all fees paid by you or will offer a transfer to another Course as an alternative, subject to your authorization.

\*Possibility to organize in-house trainings

\*\*For ALL BOOKINGS, invoice will be issued only after payment has been completed