

LEAN MANAGEMENT PRINCIPLES FOR TOP/HIGH LEVEL MANAGERS

Registration .

(Online Registration: <http://www.scodanibbio.com/malta2013/onlinereg/01.html>)

Event Fees, Discounts, Terms and Conditions

Fees, Discount Structure, Payment Terms (prices are per Delegate excluding VAT)

Please choose one Payment Option below

Deadline for Event Registration: 04 October 2013

● Regular Price	● Fast-Settlement Price	● Early-Bird Price
For full payment received by: 05 October 2013	For full payment received by: 24 September 2013	For full payment received by: 14 September 2013
Price Per Delegate: €220	Price Per Delegate: €200	Price Per Delegate: €180

Please complete and sign this Form, scan it and email it to
jmicallef@theiet.org or carlo@scodanibbio.com

DELEGATE/S DETAILS (in BLOCK CAPITALS) (more than 5 Delegates: please add separate schedule)

- 1 Delegate Name _____
Position _____
Email _____
- 2 Delegate Name _____
Position _____
Email _____
- 3 Delegate Name _____
Position _____
Email _____
- 4 Delegate Name _____
Position _____
Email _____
- 5 Delegate Name _____
Position _____
Email _____

ORGANISATION DETAILS (BLOCK CAPITALS please)

Organisation _____
Nature of Business _____
Address _____
City _____ P/Code _____
Country _____
Phone _____ Fax _____
VAT Number _____

- We undertake to settle course fees by 14.09.2013 - or
 We undertake to settle course fees by 24.09.2013 - or
 We prefer to pay Regular Price & settle fees by 05.10.2013

We are registering _____ Delegates @ € _____/each

Total amount (excl. VAT) € _____

Net amount to be invoiced (incl. VAT) € _____

AUTHORISING MANAGER

Name _____ Position _____

Date _____ Signature _____

(This Registration is invalid without a signature)

Training Grants ranging between 60 and 80% may be made available to eligible enterprises through the Training Aid Framework (TAF) Scheme administered by the ETC. Deadline for Training Grants Application: 20 September 2013. NB: the onus of enquiring about and applying for Training Grants rests vested with your Organisation.

TERMS OF PAYMENT

Fees include: participation in the 1-day Event "Lean Management Principles for Top Management" to be held at The Palace, Sliema, Malta on 11.10.2013 – Welcome Coffee, Refreshments, Lunch and open-bar Social Function – Event Notes and Documentation – **Certificate of Attendance**. Upon receipt of a duly completed and signed Registration Form, a **Confirmation Letter** and **Invoice** will be sent to you by the organisers. Payment of Event Fees is strictly as per terms above and is required according to the payment option chosen.

METHOD OF PAYMENT

Payments may be done by cheque or Bank Transfer in favour of Ing. Joseph Micallef, who acts as the official Event Organiser.

To arrange for payment after receiving **Confirmation Letter** and **Invoice** kindly contact Ing. Micallef directly on (+ 356) 9982 2244 or email jmicallef@theiet.org

CANCELLATION POLICY

All Cancellations of Registrations must be made in writing. Due to contractual obligations, a cancellation charge of 30% of the invoiced amount applies if the cancellation is received 15 days or less before Event starting date. However, a complete set of documentation will be sent to you. Substitutions are welcome at any time. Should the Event be cancelled by force-majeure or for any other reason, you will receive a full refund of the paid Event Fees.

<http://www.scodanibbio.com/malta2013/>

FURTHER EVENT INFORMATION: Dr. Carlo Scodanibbio – Email: carlo@scodanibbio.com
Ing. Joseph Micallef – Tel: (+356) 9982 2244 – Email: jmicallef@theiet.org