



Registration

Organisation Information

Organisation Name	Nature of Business
VAT Registration	City
Postal Address	
Telephone No.	Fax No./Email

Participants' Information

1.	
Participant's name	
Designation	Email
2.	
Participant's name	
Designation	Email
3.	
Participant's name	
Designation	Email

Authorisation

Participant's name	
Designation	Email
Date	Signature

Programme: _____

Date: _____

This fee is inclusive of tools, templates, 3months access to The KPI Institute online library, and certification

Enquiries

For any enquiries, please contact
Thato Andy Seth
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Tel: +267 3973687/+267 72828601

Terms and Conditions

1. Live online programme duration is 5days while live in person is 3 days.
2. Payments terms: following return of the registration form, full payment is required within 5 days from receipt of invoice. **PLEASE NOTE: Payment must be received prior to the course to confirm acceptance.**
3. Cancellations or Replacements: replacements are welcome at any time. If any cancellation is received more than 5 working days before the course: 50% of the course fee will be retained. If a cancellation is received less than 5 working days before the event, the full amount is forfeited.
4. Nonpayment or non-attendance does not qualify as a cancellation.
5. PGC reserves the right to change the dates, sites or location as it deems necessary, with prior warning to the customers
6. In the event that PGC permanently cancels the programme for any reason whatsoever, (including but not limited to any force majeure occurrence) the company will give a full refund of the fees