

Registration Form

Introduction to Cross-Sector Partnering

Please complete in full (legible handwriting or typed) and submit via one of the following:

Email: christian@eem.ca (preferred method by email)

Fax: +1 (514) 481-4679

Mail: EEM Inc.
6104 Sherbrooke Street West
Montreal, Quebec
H4A 1Y3, Canada

Course Title: Introduction to Cross-Sector Partnering

Date: March 9, 2010 (9:00-17:00)

Personal details

Title (Mr, Ms, Dr etc.) _____

Last Name _____

First Names _____

Address: Home

Work

Number & Street: _____

Apt: _____

City/Town: _____

Province/State: _____

Postal code: _____

Country: _____

Telephone: _____

Fax: _____

Email: _____



Financial details

The fee for the Introduction to Cross-Sector Partnering course is CDN\$ 550.00 plus applicable GST (total: \$577.50). Fees are payable by cheque, wire transfer, or PayPal by no later than March 1st, 2010.

The fee covers:

- All tuition fees
- All course materials and handouts
- Coffee, tea, and refreshments during breaks
- Lunch
- All meeting facilities and equipment

The fee does NOT include:

- Participant travel costs or per diems

Once an applicant's place on the course has been confirmed, an invoice will be issued for the course fees and for full payment before the deadline (March 1st, 2010). If the fee is not honoured by the deadline, the candidate may not be allowed to participate.

Cancellation, postponement, and changes policies

Cancellation by candidate:

If the candidate withdraws from the course before the payment deadline, March 1st, 2010, but after their invoice has been issued, a cancellation fee of 25% of fees plus applicable taxes will be due to cover administrative expenses.

If the candidate withdraws after the payment deadline (March 1st, 2010), payment of 100% fees will be required unless evidence of significant extenuating circumstances (e.g. illness, loss of job) can be produced.

Cancellation by organisers:

If, for whatever reason, this course is postponed or cancelled by the organisers, applicants will be notified at least one week before of any such changes. In the event of the course being cancelled, all registration fees paid by candidates will be fully reimbursed.

Changes:

The organisers reserve the right to make changes without notice where necessary. Such changes, including substituting trainers, will only be made in extenuating circumstances generally beyond the organisers' control.