Course Registration Form

You can also register online:

www.allwoodassociates.com.au/register.html

step 1 Attendee Information

Surname

First Name

○ **Male** ○ **Female** **Age** ⌊__⌋

step 2 Postal Address

Address

Suburb

State **Post Code**

step 3 Contact Details

Home ( )

Work ( )

Mobile ( )

Fax ( )

Email

step 4 Work Address

Organisation

Number **Street**

Suburb

State **Post Code**

step 5 Occupation

Profession

Work Role / Title

step 6 Course Information

Course Title

Dates

Venue

Fee

Note: Please use a separate form for each course & each person registering. Download more forms at:

www.allwoodassociates.com.au/register.html

step 7 Payment Details

○ **Cheque / Money Order Enclosed**
(payable to Allwood & Associates)

○ **Credit Card**

Please debit my: ○ **MasterCard** ○ **Visa** ○ **Bankcard**

For the amount of: **$**

⌊__⌋⌊__⌋⌊__⌋⌊__⌋ ⌊__⌋⌊__⌋⌊__⌋⌊__⌋ ⌊__⌋⌊__⌋⌊__⌋⌊__⌋ ⌊__⌋⌊__⌋⌊__⌋⌊__⌋

Credit Card Number

⌊__⌋⌊__⌋ ⌊__⌋⌊__⌋

Expiry

▲**Name as it appears on the card**

▲**Signature**

TAX INVOICE: ABN 64 538 714 583

Our booking & cancellation policy:

If **you** cancel your registration charges apply:

- *A minimum processing fee of 10% is charged.*
- *If 2 weeks notice or less is given, 50% of the fee is charged.*
- *If 1 week notice or less is given, 100% of the fee is charged.*

A **minimum 7 days notice** is given if a course is cancelled & all fees are refunded. Always contact the office to confirm your registration has been received. **We are not responsible** for any costs incurred by you if a course is cancelled.

step 8

POST TO: **Allwood & Associates**
PO Box 460
Surry Hills NSW 2010
Australia

OR FAX BACK: (**02) 9698 0196**

CONTACT US TO CONFIRM REGISTRATION NOW!
Tel: 02 8399 0358