

Terms and Conditions for Training Courses

Booking Information

Telephonic bookings are accepted, subject to the completion and return of our registration form and a copy of your order.

- 1.1. The signed and completed return of the registration form serves as a booking for a AGE Technologies training course.
- 1.2. Due to limited space, we advise early registration to avoid disappointment
- 1.3. The AGE Technologies training Calendar is subject to change without notice. Please contact us to confirm course dates

Payment Terms

All course fees quoted herein are exclusive of VAT.

- 2.2. Payment must be made prior to course commencement or upon registration on first day of the course.
- 2.3. Unless formerly agreed or otherwise stated on the registration form, payment is to be made in SA Rand.
- 2.4. Should you wish to pay via electronic transfer, proof of payment is required to verify payment.

Cancellations

All bookings carry a 50% cancellation liability upon receipt of a signed registration form. Also, in the event of non-attendance, the course fee will not be refunded.

- 3.2. Cancellations not received in writing 7-days prior to the scheduled commencement date of course, will be invoiced in full.
- 3.3. Substitutions may be made at any time prior to the course commencement at no additional charge provided the substitution has the pre-qualifications.
- 3.4. AGE Technologies reserves the right to cancel or postpone a course, should insufficient bookings be received. You are advised not to make travel and an accommodation reservation until your booking has been confirmed.
- 3.5. AGE Technologies will try to confirm your reservations as soon as possible to allow ample time to make travel and accommodation arrangements. If, for any reason, a course should be cancelled or postponed, AGE Technologies will not be responsible for refunding airfare, accommodation or any other travel costs incurred by clients.

Onsite Training Terms

- 4.1. On-site Training is available.
- 4.2. The trainer's travel & subsistence costs are for client's account; and can be quoted as an estimate but will be invoiced on actual values consumed.
- 4.3. AGE Technologies is not responsible for the provision of general equipment that is required for on-site training. Please contact AGE Technologies for the list of requirements.

PAYMENT INFORMATION / Banking Details

Payment made payable to:

AGE Technologies (Pty) Ltd.

Account Number: 010 65300 148

ABSA Bank, Alberton North

Branch Code: 631-142

Payment Reference: **Training** and (Name & Surname or Company Name)

**ACCEPTANCE OF TERMS AND CONDITIONS SIGN BELOW AND
RETURN BY FAX TO (011) 869 6427 or EMAIL reception@age.co.za**

SIGNATURE: _____ Date: _____