

Please complete the registration form in full and email it to MATREX : training@matrex-e.com

Please fill in the form with Acrobat Reader or print in capital letters.

From:		To:	
Company:	_____	MATREX CC	
Address:	_____	92 Jagluiپرد Street, Pretoriuspark, 0080	
Town, Country:	_____	Pretoria, RSA	
Tel:	_____	Tel : +27 12 996 1125	
E-mail:	_____	E-mail: training@matrex-e.com	

Course Details:

Code	Course Date	Code	Course Date
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Delegate Details:

Name:	_____	Name:	_____
Job Title:	_____	Job Title:	_____
Tel:	_____	Tel:	_____
E-mail:	_____	E-mail:	_____
Name:	_____	Name:	_____
Job Title:	_____	Job Title:	_____
Tel:	_____	Tel:	_____
E-mail:	_____	E-mail:	_____
Name:	_____	Name:	_____
Job Title:	_____	Job Title:	_____
Tel:	_____	Tel:	_____
E-mail:	_____	E-mail:	_____

Payment details	R4600.00 per day per person (incl. VAT)	Method of Payment:	EFT to the provided account
Account Name:	MATREX CC	Branch code:	632-005
Bank:	Absa Menlyn Park	Account No.:	4050 861 785

Invoicing details:		Authorised by (if applicable):	
Address	_____	Name:	_____
VAT No.	_____	Job Title:	_____
PO No.	_____	Tel:	_____
		E-mail:	_____

Registration

After receiving the registration form, a confirmation whether there are vacant places for the applied course will be sent via email or phone. Registered clients must provide an order to secure the booking. All other clients must pay via bank deposit, at least 1 week before the course. The proof of payment must be sent via email to secure the booking. If you do not receive a letter confirming your booking within 5 working days, after submitting the proof of payment, please contact Soraya Milin on +27 (0) 72 300 4835

Terms and conditions

All courses are held in Pretoria, from 9 - 16 h, on weekdays. All course materials, lunch and refreshments are included in the fee. If your cancellation is not received more than a week before the start of the course, the full fee will be charged. Substitutions are allowed. We reserve the right to change course schedules, programs and contents. A course may be cancelled in the event of lack of subscriptions. MATREX is not responsible for any cost resulting from the cancellation or change in schedule.