

PRIORITY REGISTRATION FORM

HOW TO BOOK?

Fax: Complete and Fax this Priority Registration Form to ☎ **+44 (0)121 551 1668**

Post: Complete and Return this Form with Payment or Invoice details to:

Training Administrator

Step Up! International Ltd,

✉ Inspirational House, Friary Road, Birmingham, B20 1BB

☎ +44 (0) 121 551 1668

@ training@stepup-international.co.uk

YOUR DETAILS:

(Please complete a separate Form per delegate)

Mr Mrs Miss Ms Other: _____

Name: _____

Job Title: _____

Business/ Organization: _____

Address: _____

Post Code: _____

Telephone: _____

Email: _____

Event Title: _____

How did you hear about this event/ us?

Date of Event: _____

PAYMENT

By Cheque

A cheque for £ _____ made payable to:

Step Up! International Ltd

By Credit Card

Contact us! This is done via Paypal.

BY INVOICE:

Please send invoice to:

Name: _____

Job Title: _____

Business/ Organization: _____

Address: _____

Post Code: _____

Telephone: _____

Email: _____

Purchase Order No./ Budget Code No. _____

Event Fee:

School

Charity

College/University

Public/ Private Orgs

Confirmation of Registration:*

**All registrations will be confirmed via Email.
Please provide a valid email address*

Terms & Conditions:

Cancellations must be received in writing no later than 2 weeks prior to the Event date to qualify for a refund.

75% refund if two months notice given. 50% refund if 4 weeks notice given. 25% refund if 2 weeks notice given. No refund given for cancellations 2 weeks or less of the Event.

If you are unable to attend, a substitute delegate may take your place.