



Course Application / Registration Form

(PLEASE PRINT OR TYPE THE FOLLOWING INFORMATION)

NAME: (MR./MRS./MS)	
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(As you wish it to appear on any certificates and/or documentation issued on completion of the course)

COMPANY:			
ADDRESS:			
CITY & PROV:		POSTAL/ZIP CODE	
TELEPHONE:		FAX:	
E-MAIL ADDRESS:			

COURSE TYPE : <i>Please put a check mark (x) in the appropriate box.</i>	COURSE NAME: <i>Please enter the course name below next to your choice.</i>
<input type="checkbox"/> ISO 9001	
<input type="checkbox"/> ISO 14001	
<input type="checkbox"/> OHSAS 18001	
<input type="checkbox"/> Food Safety	
<input type="checkbox"/> ISO TS 16949	
<input type="checkbox"/> Chain of Custody	
<input type="checkbox"/> Others (not specified above)	

COURSE DATE: <i>Please specify your choice of dates in the next boxes.</i>	First Choice: _____	Second Choice: _____
Course Location: <i>Please specify your choice of locations in the next boxes.</i>	First Choice: _____	Second Choice: _____



SGS is the world leader in protecting our environment. In order to support this initiative, we endeavour to reduce paper printing activities within our company. We will send you electronic documents via e-mail prior to your selected class. Please bring your own printed copy before the class. If you prefer us to print the training material and give it to you during the training class, there will be an additional \$50.00 charge (in CAD fund if the course is held in Canada and in US fund if the course is held in US).

If you choose our service to print the training material for you, please put a check mark in this following box:

and \$50.00 will be automatically added to the course fee.

PAYMENT METHOD: Please put a check mark (x) in the appropriate box. Please note applicable taxes may apply.	<input type="checkbox"/>	P.O. Number (SGS Clients Only)		
	<input type="checkbox"/>	VISA/MasterCard/Amex Card Number		Expiry Date
Cardholder's Name:				
Cardholder's Signature:				
Total Amount:		\$_____ plus Applicable Taxes		



IF YOU ARE LOCATED IN **CANADA (EXCEPT QUEBEC) OR OVERSEAS**, PLEASE RETURN YOUR APPLICATION FORM BY E-MAIL at nassc.training@sgs.com

SGS Canada Inc.
6490 Vipond Drive, Mississauga, ON, Canada L5T 1W8
For enquiries: Toll-Free: 1-800-636-0847 ext. 1407
Telephone: (905) 364-3757 ext. 1407
Web Site: www.training.us.sgs.com

IF YOU ARE LOCATED IN **QUEBEC, CANADA**, PLEASE RETURN YOUR APPLICATION FORM BY FAX OR E-MAIL TO:

SGS Canada Inc.
3420, boul. St-Joseph Est, Montreal, QC, Canada, H1X 1W6
Attn.: Ms. Margaret Charbonnier
Fax: (514) 255-4315
E-mail: nassc.training@sgs.com
For enquiries: Toll-Free: 1-888-695-4769 ext. 384
Telephone: (514) 255-1492 ext. 384
Web Site: www.training.us.sgs.com

IF YOU ARE LOCATED IN **US**, PLEASE RETURN YOUR APPLICATION FORM BY FAX OR E-MAIL TO:

SGS North America Inc.
201 Route 17 North, 7th Floor, Rutherford, NJ, USA, 07070
Attn.: Mr. Shivi Kakar
Fax: (201) 935-4555
E-mail: nassc.training@sgs.com
For enquiries: Toll-Free 1-800-747-9047
Telephone: (201) 508-3000
Web Site: www.training.us.sgs.com



How do you know about our courses? (Please check the following appropriate box)

- Information obtained from SGS websites
- Information obtained through colleagues, friends, etc.
- Information obtained through our e-mail notification
- Information obtained through our sales associates
- Information obtained through our cold-calling
- Information obtained through attending our training courses
- Information obtained from other means, please specify: _____

Do you have any special dietary requirements: **Yes** **No**

If yes, please specify: _____

*****Please note that SGS Canada Inc. and SGS North America Inc. will try our very best to meet your special dietary requirements specified above (if applicable). If in some cases that your request is outside our normal expectation, an additional charge will be incurred to the applicant.***



TRAINING COURSE TERMS AND CONDITIONS

RESERVATIONS:

Bookings should be made on this official form and should be accompanied by the course fee, including applicable taxes. Provisional bookings may be made by telephone, but fees must be paid within twenty-one (21) calendar days.

Course agenda and venue information will be sent in a formal confirmation package before the start of the course.

Applicable taxes are charged at the current rate on all accounts.

Course fees do not include accommodation.

TRANSFERS, WITHDRAWALS, CANCELLATIONS:

A delegate booked on a course may be substituted at anytime at no extra charge.

A delegate may transfer to another course and any fees paid will be credited to the costs of the new course.

All fees will be refunded if notice of withdrawal from any sign-up course is received twenty-one (21) calendar days before the start of the course if paid.

There will be no refund if notice of withdrawal is received within twenty-one (21) calendar days of the start of the course, or if a delegate does not attend the course.

PRICE INCREASES:

Every effort will be made to avoid increases to the course prices. In the event of a price increase, delegates will be notified and entitled to cancel at any time and receive a full refund if paid.