



REQUIREMENTS ANALYSIS AND SPECIFICATION WRITING

MELBOURNE, AUSTRALIA

23-27 November 2009

8:30am to 5:00pm daily | Mercure Hotel Melbourne, 13 Spring Street, Melbourne

Course Fee: AUD\$2,890.00 (Regular Fee), AUD\$2,601.00 (Earlybird/Group Fee) | Course Code: P007 - 258

COURSE REGISTRATION FORM

Standard 10% Early Bird Discount (Payment 30 Days Prior to Course) 10% Group Discount (3 or more Delegates)

ORGANISATION:

POSTAL ADDRESS:

CITY/SUBURB:

STATE/COUNTY:

POST/ZIP:

COUNTRY:

PHONE:

FAX:

DELEGATE NAME:

EMAIL:

DELEGATE NAME:

EMAIL:

DELEGATE NAME:

EMAIL:

AUTHORISED BY:

SIGNATURE:

IF YOU WOULD LIKE THE INVOICE TO BE SENT DIRECTLY TO THE PERSON RESPONSIBLE FOR THIS PAYMENT, PLEASE INDICATE BELOW.

NAME:

EMAIL:

PAYMENT MAY BE MADE BY THE DUE DATE BY CREDIT CARD (VISA, MASTERCARD OR AMEX*) OR BY DIRECT TRANSFER TO OUR ACCOUNT (DETAILS UPON REQUEST)

CARD NUMBER: _____ TYPE OF CARD: VISA / MASTERCARD / AMEX*

CARDHOLDER NAME: _____ EXPIRY DATE (mm/yy): _____

SIGNATURE: _____ DATE OF SIGNATURE: _____

* Please note that there is a 3.25% surcharge on American Express payments.

Once completed, please fax this form to 03 9876 2664. Your registration will be processed upon receipt, and relevant information forwarded to you via fax or e-mail.

Fees are payable in advance. Fees include the course, a comprehensive set of course notes, a resources CD-Rom, light lunches on all days and morning and afternoon refreshments. Cancellation of registrations must be made in writing for a full refund of fees up to 14 days prior to the start of the course. Delegates cancelling after that date are responsible for the full fee. Substitutions of delegates are welcome at any time. Fees are fully refundable should Project Performance International find it necessary to cancel a course. Refund of fees is the full extent of Project Performance International's liability in these circumstances. Delegates are responsible for their own hotel arrangements, however, special hotel rates may be available - check when registering. Registrations are confirmed upon receipt. Interest is payable on overdue accounts at the rate of 0.08% per day.

All training courses offered can be tailored to your specific needs and are available for delivery at client and third-party locations worldwide. For further details, course outlines and commendations visit www.ppi-int.com

