



SEMINAR/ WORKSHOP REGISTRATION FORM

Reg#: _____

Discounts available:

- Early registration discount 10% (*earlier than 2 weeks*)
- Membership discount 15%
- Group discount 15% (*more than 2*)
- Multiple seminar/ Training discount 15% (*Equal or more than 3 scheduled trainings*)

Course:	Code:	Type: <input type="checkbox"/> Seminar <input type="checkbox"/> Workshop
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Title:	<input type="checkbox"/> Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Miss <input type="checkbox"/> Ms. <input type="checkbox"/> Other:				
Name: (as you wish to appear on the certificate)					
Company:				Job Title:	
e-mail/ Website:					
Mailing address:					
City/Country:				P.O. Box:	
Phone:				Fax:	
Mobile:					
Dollar Amount of Transaction:					
Payment Means: (IC will e-mail confirmation soon. If you are not paying in cash, you will receive an invoice with payment instructions)	<input type="checkbox"/> Cash <input type="checkbox"/> Western Union <input type="checkbox"/> Bank Transfer <input type="checkbox"/> Collection by IC				
	Note:				
Additional Attendee Names:	Company	Job Title	Phone	Mobile	e-mail
1-					
2-					
3-					
4-					
5-					
<ul style="list-style-type: none"> • Room type: <u>Single:</u> ----- <u>Double:</u> ----- <u>Other (specify):</u> ----- • Special dietary requirements: _____ • Any other requirements: _____ 					
PS: Accommodation bill to be settled directly by the applicant/ group to the hotel					

- **Cancellation Policy:** If you cannot attend a workshop for which you are registered, you may send a substitute or receive a credit memo toward future workshops. Otherwise 75% of the amount paid will be refunded, if the cancellation is notified at least 5 working days from the training date.
- **Application by Fax or e-mail:** Print a copy of this "Training Registration Form" and send it by fax to 00961-1-991091/2 ext#103, or scan and send to training@liec-edu.com. A Client Services Representative will contact you within two business days.

Signature: _____

Date: __/__/__

Azaryeh Bldg, Block A3, 3rd flr. Down Town Beirut- Lebanon.

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