

***Supervisory Management Registration Form***

UWI

ST. AUGUSTINE CAMPUS

***Thank you for your interest in the Supervisory Management Programme. To reserve a place please complete (in print) the information below and return to*** ***hrtraining@sta.uwi.edu*** ***or*** ***Lisa.Finch@sta.uwi.edu*** ***or via fax 1(868) 662-3792 on or before February 15th 2013.***

***Participant’s details***

***Title Mr./Mrs./Ms/Miss***

***Surname: First name:***

***Job title: Organisation:***

***Organisation address:***

***Work phone #:***

***Mobile:***

 ***Fax:***

***Country:***

***Fee: $5,000.00 per participant Meal Preference:***

***Group rate (2 or more persons) $4,700.00***

***Payment Details: Meat:***

***⁮Cheque enclosed (payable to The University of the West Indies) Fish:***

***⁮Please Invoice my organization*  *Vegetarian:***

***Purchase order number:***

***Invoice address (if different to Organisation address***) ***I agree to abide by the booking terms and conditions below***

 ***Print Name:***

 ***Job Title:***

 ***Date:***

***Payment must be received on or before February 15th 2013.***

***Booking Terms and Conditions***

* ***All bookings from International participants must be accompanied by payment. We will not be able to guarantee you a place unless payment has been made.***
* ***Cancellations must be received in writing (letter or email) and will be acknowledged in writing.***
* ***Cancellations received 3 days before the start of the event, regardless of date booked, will incur a 50% cancellation charge.***

***Please note that for promotional purposes, there may be a professional photographer and video production taking place during the event.***