

FIDIC TRAINING

Please complete the attached registration form.

REGISTRATION FORM

Two day training course

22 – 23 April 2016

Please complete in BLOCK

Participant & Company details:

First Name
Family Name
Job Title
Organization Name
Organization Address
Telephone:
Organization Email:
Participant (s) Email

- ☐ **Confirm Payment of € 600* per delegate**
- ☐ **For 2 or more delegates from the same organization - € 550* per delegate**
- ☐ **For participants who has been at First Module in Tirana - € 550* per delegate**

1) Seminar Fee, Registration & Payment Receipts

The full fee is payable in advance and includes the cost of all lunches, coffee/tea breaks, tuition, course certificate and documentation, including Red Book and Yellow Book for FIDIC Contracts. The registration process shall not be complete until we have Registration Form signed is received and payment done. Once both received, we will confirm it with the registered delegate by an acknowledgement via email or fax. We reserve the right to refuse admission or withhold materials if payment is not received and to adjust invoices to reflect changes in VAT if any. Registration will be closed 14 (fourteen) days before the event date.

2) CANCELLATIONS

Cancellations by delegates must be made in writing and received no later than 14 days before the seminar, in which event we will refund the fee less 10% cancellation charge to cover administration costs. After this date it is regretted that no refunds of fees will be made and the full registration fee will be payable. For registrations made within two weeks of the date of the seminar, no refund shall be made. Substitutions may be made at any time.

3) CANCELLATION BY ORGANIZERS

We reserve the right to cancel the event if it is under-subscribed or for any other reason. In the event of cancellation, we will refund the seminar fee in full. It may also be necessary for reasons beyond the control of the Organizers to change the contents, the tutors, the date or the venue of the seminar. In case of postponement, registered delegates have the right to choose to attend the seminar on the new dates or to request for refund. Organizers shall not be held liable for any pre-booked travel or accommodation costs in case of cancellation or postponement.

4) Hotel Accommodation

Delegates must arrange their own hotel accommodation and payment thereof.

APCE

Albanian Professional Construction Excellence

Address: Rr.Kavajes, no.20, Tirana, Albania

Phone: +355 662066620

Email: management@albanianpce.com ; Web: www.albanianpce.com



5) Bank Charges and Taxes

All bank-charges for Wire Transfers or Deposits are the delegate's responsibility and shall be invoiced to the delegate if it is charged to our account.

Please note that the registration process is only complete when acknowledgement of receipt of registration form and proof of payment is received from the APCE by E-Mail, Mail.

AUTHORIZATION

I have read and accept the above Terms and Conditions

Name:

Job Title

Signature:.....

☐ Please note that the registration process is only complete when acknowledgement of receipt of registration form and proof of payment is received from the APCE via fax, email at least fourteen days before the course.

Questions or queries should be directed to:

Ms. Ada Pasmaciu

Direct Phone: +355 662066620

Email: management@albanianpce.com

All Registration forms to be submitted on or before: 7th April 2016.

APCE

Albanian Professional Construction Excellence

Address: Rr.Kavajes, no.20, Tirana, Albania

Phone: +355 662066620

Email: management@albanianpce.com ; Web: www.albanianpce.com