



ENTITY REGISTRATION FORM – CPD WORKSHOPS

Registered Names:

Reg No:

VAT No:

Contact Person:

Email Address:

Contact Number:

I am registering the following individuals:

	Workshop Name	Learners Full Names and Surname	Identity Number	Email Address	Dietary Requirements	Region
01						
02						
03						
04						
05						
06						
07						
08						
09						
10						

Note:

Unless otherwise stipulated, all workshops are accredited for CPD points at the International Compliance Association in the UK. From time to time, workshops may be accredited for CPD points at a local professional institute which is a SAQA accredited body. It is the responsibility of the learner to submit their certificate of attendance to the relevant professional body for awarding of CPD points.

Please return the completed form to registration@navcompliance.co.za

TERMS AND CONDITIONS

1. Navigate reserves the right to cancel workshops if the required number of attendees are not met. In this instance, if you registered for the event and paid the full amount, you will receive a full refund.
2. It is the responsibility of the learner to submit their certificate of attendance to the respective professional body for awarding of CPD points.
3. Due to the nature of the workshops and the availability of local and international facilitators, the following cancellation policy will apply –
 - 3.1 Registration cancellation within 5 days of the training commencement date, 100% of the amount will be forfeited.
 - 3.2 Registration cancellation within 10 days of the event, 50% of the training commencement date will be forfeited.
 - 3.3 Registration cancellation within 30 days of the commencement of the training date, full amount will be refunded to you.
4. You hereby provide consent to Navigate to process personal information in terms of the Protection of Personal Information Act. Information will be used for registration and communication purposes which will include email communication regarding regulatory updates and training events. Learners may unsubscribe at any time, should they no longer wish to receive email correspondence from Navigate.

Acceptance of terms and conditions