

Digsilent Buyisa Training Course Booking Form

Please email completed form to training@digsilent.co.za



NOTE: Course booking will be confirmed via email

Course:			
Course Dates:		Course Cost*:	

* Please note that the cost excludes VAT and your company's internal administrative costs

Sections marked with (*) are required to be filled for all fields. Booking forms shall not be accepted if any of these fields are incomplete.

Delegate Details *

Full Name:			
As you want it to appear on the certificate			
Unique No:		Cost Centre No:	
Eskom Delegates only		Eskom Delegates only	
Office No:		Mobile No:	
Email:		ID / ECSA No:	

For face to face / classroom delivered training

Dietary Requirements:	Strictly Halaal		Other		If other please specify:	
	Vegetarian		Vegan			

For online delivered training, please note that the Microsoft TEAMS platforms shall be used.

Kindly indicate your preferred training delivery method:

Classroom		Online	
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Company / Billing Information *

Make Invoice out to:			
Billing Address:			
Telephone No:		Email:	
VAT No:		PO No:	

If no Purchase Order is available, please send proof of advance payment.

Booking Requirements *

A booking will only be confirmed once Digsilent Buyisa has received ONE of the following:

- ☐ A valid Purchase Order issued by the delegate's organisation
- ☐ Full payment in advance

Cancellation and Condition Clauses

< 2 weeks before course start	20% of course fee will be charged
< 1 week before course start	100% of course fee will be charged
Non attendance	100% of course fee will be charged

- Courses will only be presented if there are sufficient confirmed number of bookings for the specified course date.
- Bookings shall only be confirmed once Digsilent Buyisa has received:
 - a completed and signed booking form;
 - a valid Purchase Order, proof of advance payment, or written authorisation from the organisation accepting responsibility for payment.
- The delegate confirms that they are authorised by the organisation to register for this training and that the billing information supplied on this form is correct.
- Your place is only guaranteed when you have received a confirmation email from Digsilent Buyisa.

Acceptance of Cancellation and Condition Clauses *

I, the undersigned, hereby accept the Cancellation and Condition clauses and wish to be booked on the course nominated above.

Delegate Signature:		Date:	
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Do you consent to Digsilent Buyisa storing your personal information for the purposes of maintaining training records & to contact you for the purposes of support.

YES	
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NO	
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Do you consent to Digsilent Buyisa sending you information about upcoming Digsilent courses and product news.

YES	
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NO	
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