

Training Registration Form

Company Details	
Company Name	
Your Account Number	<i>required</i>
Booking Contact	Contact Number:
Order Number	<i>required</i>
No training will be booked / confirmed without an Official Purchase Order	
Address	Physical
	Postal
Postal Code	Country

Course Details	
Location:	Johannesburg Cape Town <i>tick location - required</i>
Course:	<i>type the course start date - required</i>
Please tick applicable course:	
2010-2 (ZP2 and 2X) Fire Detection	Online Training
ATS8600 Fire Graphics	1 day
Ziton ZP3 Addressable Fire Detection	3 days
Ziton ZP3 Maestro Fire Graphics	1 day
Other:	

Delegate Details	
First Name	
Last Name	
ID number	<i>Required for Certification Purposes</i>
Contact number	
e-mail Address	<i>For delegate to receive relevant product updates</i>
Next of Kin	Contact number:
Relationship to Delegate	
Allergies	Yes No
<i>Please specify if YES</i>	
Pre-Existing Medical Condition/s	Yes No
<i>Please specify if YES</i>	
Dietary Requirements	Halaal Vegetarian
	Kosher None
Other	
<i>Please specify</i>	

I have read, understand and agree with the Terms & Conditions on the reverse side of this document *required*

Shirt Size						
Upon successful completion of your course #, you will receive a branded golf shirt.						
# Applicable only to classroom training courses.						
Please indicate your shirt size below:						
(*Half chest in Centimetres)						
S	M	L	XL	2XL	3XL	4XL
50cm*	53cm*	56cm*	59cm*	62cm*	65cm*	68cm*

Training Registration Form

Banking Details			
Electronic & SWIFT Based Funds Transfer		Cash / Cheques / EFT Payments	
Bank Name	Citibank NA	Bank Name	ABSA
Account Name	UTC Fire & Security SA (Pty) Ltd	Account Name	UTC Fire & Security SA (Pty) Ltd
Account Number	0200911121	Account Number	4062560165
Branch Name	Sandton, 145 West Street	Branch Name	Rosebank
Branch Code	350005	Branch Code	632005
Account Type	Current	Account Type	Cheque
SWIFT Code	CITIZAJX		

Please fax the completed Registration Form to [+27 \(0\) 11 579 7301](tel:+270115797301) or email to training.ssa@fs.utc.com

Terms & Conditions

Course Fee

The course fee is listed on a per person basis; and includes class tuition, training materials, lunch and refreshments. The course fee does not include travel and living expenses of the delegate. The course fee excludes VAT. From time to time it may become necessary for pricing to be adjusted. All training pricing is subject to change without notice.

Payment Policy

UTC Fire & Security will send an invoice to Account Holders shortly before the course start date. Payment of these invoices must be submitted within 30 days of invoice date. Please note, credit card payments and / or cash payments are not accepted.

Training Cancellation Policy

- UTC Fire & Security is doing everything possible to ensure that the classes will be running smoothly and on schedule. We believe that we have taken necessary steps to minimise any potential disruption and encourage our customers to contact us if they have any questions or concerns.
- Customers who cancel their course registration at least 10 (ten) business days prior to the first day of class, will receive a full refund or credit.
- Customers who cancel their reservation within 10 (ten) business days before the start of the class will be charged the full fee and will not be entitled to a refund or credit.
- Customers may substitute another delegate from their company at any time up until the start of class.
- Cancellations must be submitted in writing to training.ssa@fs.utc.com stating the reason for the cancellation.

Course Changes

UTC Fire & Security reserves the right to change course content and / or schedule. In addition, UTC Fire & Security reserves the right to discontinue, cancel and / or reschedule courses if minimum enrolment is not met, or when conditions beyond the company's control prevail. In the event of cancellation, you will be notified within 5 (five) working days prior to the course start date and given priority registration in the next scheduled courses.

Terms & Conditions of Registration

- Registration form must be completed in full to be valid and processed.
- Courses start promptly at 09:00 and finish at 16:00, with lunch provided.
- **Delegates must have Basic Electronic Skills.**
- **Trainees are required to have, at minimum, a basic level of computer knowledge and familiarity. They are not expected to be experts, but have to know how to perform common and frequently used computer functions. UTC Fire & Security reserves the right of admission in this instance.**
- **Fire detection delegates must have attended the FDIA SANS10139 training course.**
- All information supplied above is taken as accurate and UTC Fire & Security takes no responsibility for inaccurate information on any documentation.
- A completed Registration Form received via email or fax is regarded as confirmation and delegates will be liable for any costs incurred through non-attendance in any form. Customers may substitute another delegate from their company at any time up until the start of class.
- Any feedback can be submitted in writing to the Technical Support Manager at support.ssa@fs.utc.com.

Accommodation & Transport

Delegate accommodation and transport to be arranged by the booking company or delegate. UTC Fire & Security does not accept any responsibility regarding accommodation and / or transportation. Accommodation and transportation costs remain the booking company and / or delegate's responsibility.

Data Privacy Protection

UTC Fire & Security SA is committed to protecting the Personal Data of our customers, employees, contractors and business partners as per the General Data Protection Regulation (GDPR) (Europe) and the Protection of Personal Information Act (POPI) (SA).