

Registration/Booking Form for
ONLINE workshops

Organisation:

Contact Person:

Contact Phone no:

Contact Email Address:

Send Invoice/Receipt to:

Booking information (required) – Please complete a separate form for each attendee:

Attendee’s Name:

Attendee’s Phone nos:

Attendee’s Email Address:

The cost is \$110.00 per person, per workshop.

Workshops are conducted as per the calendar below unless other arrangements have been made between yourself and IST.

Please place a tick in the box adjacent to the date you wish to attend.

Data Entry & Basic Search Techniques		Advanced Searching, Reporting & Exporting		Personalise & Manage MOSAic		Advanced Collections Management & Troubleshooting	
			Thursday 19-Aug-2021		Tuesday 24-Aug-2021		
	Wednesday 01-Sept-2021		Monday 06-Sept-2021		Wednesday 15-Sept-2021		Monday 20-Sept-2021
	Thursday 30-Sept-2021		Tuesday 05-Oct-2021		Thursday 14-Oct-2021		
	Monday 18-Oct-2021		Thursday 21-Oct-2021		Monday 01-Nov-2021		Tuesday 09-Nov-2021

Bank Details: Bendigo Bank BSB: 633-000 Account Number: 124586207 Account Name: IST
Please quote your organisation name as a reference with your payment.

Terms & Conditions:

Names may be substituted.

Cancellations: workshop fees will only be refundable or transferred to a different date if notification is received at least 5 working days prior to the commencement of the workshop date.

No Show: No refunds will be given.

IST reserves the right to cancel if there are insufficient registrations. In such a case, fees paid are fully refundable or transferable.