

Practice / Company Name _____

Address _____

Telephone _____ Fax _____

	Delegate 1	Delegate 2	Delegate 3
Name	_____	_____	_____
	_____	_____	_____

Business Title	_____	_____	_____
	_____	_____	_____

Email	_____	_____	_____
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Governing Professional Body	_____	_____	_____
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Date of Seminar _____ Location _____

Seminar Name _____ Seminar Code _____

Payment Method Credit Card/Laser Card Cheque CPD Club Membership No _____

Total Number of Attendees _____ Total Amount Due _____

Card Type _____

Card Number - - -

Expiry Date _____ 3 Digit Security Code on Back of Card _____

Card Holder's Name _____

Please Return Order Form

Email: info@omnipro.ie

Fax: 059 9182974

Post: OmniPro, Unit 3, South Court, Wexford Road Business Park, Carlow.

Thank you for your booking, we look forward to seeing you on the day
You will receive an email confirmation of your booking and a reminder nearer the date

Booking Flexibility

We will work with you to ensure that you book exactly what you need. We recognize that you may not be able to attend or will elect to send a team member in your place. We will be very flexible, as long as you can give us some notice.

1 Booking

Places can only be reserved upon receipt of payment in full.

Receipt of booking information implies understanding and acceptance of the terms and conditions.

2 OmniPro CPD Club Points

When reserving seminars through the OmniPro CPD Club Points Programme, the unique CPD Club code must be produced during the booking process. CPD club points may not be applied retrospectively to seminars attended or booked in advance of purchase or supply of CPD Club Members Code.

3 Failure to Attend

Substitutions are acceptable at any time up to the day of the seminar. The substitute will receive all course material, on behalf of the original delegate. CPD credits will apply to the substitute only. In circumstances where the original attendee fails to attend and no substitute is appointed, seminar notes and materials will be forwarded by post upon request, provided full payment has been received. When a delegate does not attend, a credit will be offered to attend a future, similarly priced OmniPro seminar, provided that OmniPro receives written notification of non-attendance five days prior to the seminar.

4 Refunds

To qualify for a full refund, cancellation must be received in writing 14 days prior to the event. A 50% refund applies to cancellations received up to 5 days prior to the event. No refund will be issued for cancellations received less than 5 days prior to the event.

5 Changes in Seminar Details

OmniPro reserves the right to alter the programme, speaker or venue or to cancel an event at our discretion. In the event of a cancellation OmniPro's liability shall be restricted only to refund of fees paid.

6 CPD Confirmations

CPD confirmation will be issued by e-mail after each event, based on attendance.

7 Course Material

Additional copies of course material can be purchased by seminar attendees, subject to availability.