



Archive training Course Registration Form

The Course Title	Date of the Course	Course Fee	Select Course ✓
The Role of the Archivist and the operation of a GLP Archive	Tuesday 18 th October 2022	£440.00 + VAT	
The Role of the Archivist and the operation of a GCP Archive	Thursday 20 th October 2022	£440.00 + VAT	

Your Details:

First Name: _____ Invoice address: _____

Last Name: _____

Title: Mr, Mrs, Ms, Dr, other _____

Position: _____ Postcode: _____

Company: _____ Country: _____

Phone No: _____ Accounts Email: _____

Email: _____

Special Dietary Requirements: _____

Purchase order number: _____

Please tick this box to confirm you give consent for Qualogy Ltd to store your information in line with the UK General Data Protection Regulation (GDPR) and EU General Data Protection Regulation (GDPR) 2018.

All information will be held and used solely by Qualogy and will not be shared or sold to any third party. By giving consent, you agree for us to store your information and contact you regarding future training courses or send relevant information regarding Qualogy Ltd.

I have read the above and give consent for Qualogy Ltd to store my personal information.

Signature _____ Date _____

Completed forms: Please return your Course registration form on completion to:
Qualogy - email: training@qualogy.co.uk

On receipt of your registration form a confirmation email will be sent with your invoice along with further details of the course and directions on how to find us.

Included in the course: Presentation, training material, lunch & refreshments throughout the day. A certificate of attendance

Payment Details

In all cases course fees must be received 14 days prior to the first day of any course.

Cancellation Policy. Cancellations received more than 21 days before the date of the course will be refunded less £50.00 administration fee. No refund will be given for cancellations received less than 21 days before the course, Delegates may be substituted up to 48 hours before the course begins.

A full refund will be given if Qualogy cancels the course.

Qualogy will not be responsible for hotel and travel expenses incurred.