

WORKSHOP REGISTRATION FORM

This form should be used to register and pay for a workshop. Please complete all fields on the form, including the payment details, and return by email or post. Payment must be received prior to attendance at training.

WORKSHOP DETAILS	
Workshop Name	
Workshop Date/s	

PARTICIPANT DETAILS (Please use block letters)		
Name	Role/Position	
Organisation		
Postal Address		
Suburb/Town	State	Postcode
Work Phone	Home Phone (if applicable)	
Email (to send workshop confirmation/information)		
Mobile	Work	
Dietary Requirements? We are unable to cater to individual personal tastes, but will advise caterers of any special needs, eg. gluten free, vegetarian or allergies.		

METHOD OF PAYMENT		
Total Workshop Fee Amount: \$ _____		
<input type="checkbox"/> Cheque/Money Order Attached (made payable to Paradise Kids)		
<input type="checkbox"/> Credit Card (please complete details below)		
Type of Card	<input type="checkbox"/> Visa	<input type="checkbox"/> Mastercard
Card Number _____	Expiry Date __/__/__	CVV 2 ___
Name on Card	Signature	
<input type="checkbox"/> EFT Payment (please quote participant surname)		
Bank:	Account Name:	
BSB:	Account No:	
<input type="checkbox"/> Invoice requested (please complete details below)		
Invoice to (agency or person's name)		
Agency ABN		
Postal Address (to send invoice)		
Suburb	State	Postcode

CANCELLATION POLICY - We do appreciate that unforeseeable events may arise after you have registered for a workshop. If you are unable to attend the workshop for any reason, please contact us as soon as possible so that we can transfer your enrolment to another workshop or provide you with a refund (a 20% administration fee will be charged). If you cancel within 48 hours or do not attend the workshop, your payment will not be refunded. Workshops occasionally need to be cancelled due to insufficient participant numbers. Should this be necessary, we will notify you as soon as possible and a full refund will be given. **PRIVACY POLICY** - Any personal information provided to us will be treated with the utmost respect for your privacy and will not be disclosed to any other agencies without your consent. Your name and email address will be added to our email list to keep you informed of future Paradise Kids workshops. Do you understand and agree to the above policies? Yes No

Address:
 Paradise Kids
 44 Newdegate Street, GREENSLOPES Qld 4120
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