



Bees make one-twelfth a teaspoon of honey in their lifetimes.

They can't see how their hard work adds up to make a difference.
But you can. With proven software for education from SAS.

GROUP COURSE BOOKING FORM

Kindly complete the following and return to SAS Institute as soon as possible.

| REQUIRED : | DETAILS: |
|------------------------------------|----------|
| <u>VAT REGISTRATION NO.</u> | |
| COMPANY NAME | |
| COURSE TITLE | |
| COURSE DATE | |
| NO. OF ATTENDEES | |

| Booking Contact e.g. Manager/Secretary | | Invoice Contact (Person responsible for payment of invoices) | |
|--|---|---|--|
| Name | | Name | |
| Pre-paid Order No. | | Dept. | |
| Dept. Name / Code | | Postal Address | |
| Payment Option (Please tick relevant box) | PRE-PAID <input type="checkbox"/> INVOICE <input type="checkbox"/> | | |
| Tel | | Tel | |
| Fax | | Fax | |
| Email | | Email | |

1. Cancellation policy

- Early registration is recommended due to the fact that classes fill quickly.
- The SAS cancellation policy covers the following: -
 - If you are unable to attend the course for which you have registered, please inform SAS Institute (Pty) Limited ("SAS") as soon as possible;
 - Fees are fully refundable if due notification is received by mail, or e-mail at least 15 (Fifteen) working days prior to the scheduled start date of a course, after that within 14 (fourteen) working days or less, the full of course fee will be charged.

2. SAS Training Cancellations

- SAS reserves the right to cancel or reschedule any course at its discretion.
- If a course is rescheduled you will be notified, where possible, at least eight working days before the course start date.
- SAS shall not be held liable for airline penalties related to the cancellation of SAS courses or events.

I APPROVE MY ACCEPTANCE OF THE ABOVE ARRANGEMENTS

| | |
|----------------------------|--------------|
| MANAGERS SIGNATURE: | DATE: |
|----------------------------|--------------|

SAS Institute (Pty) Limited

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Dubai, United arab Emirates
Tel : +971 4 448 7600
Fax: +971 4 432 7220
www.sas.com/me



| REQUIRED : | DETAILS: |
|-----------------------------|----------|
| DELEGATE'S NAME | |
| DELEGATE'S SURNAME | |
| DELEGATE'S EMAIL & POSITION | |
| DELEGATE'S CONTACT NO. | |

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