



**Energy Training Foundation (EnTF)
Course and Exam Registration for 2017**



Please return the application for course registration to info@entf.co.za/training@entf.co.za
or print the form and fax it to +27 86 720 8199
For more information regarding the training, please visit www.entf.co.za

COURSE BOOKING (examination booking additional)

1 Please select the course/s you wish to attend:

Course	Date	Venue	Excl VAT
CEM	23-27 October	JHB, Kopanong	R 15 700,00
CEM/FEMT combo *	21-30 November	University of Venda	R 24 000,00
CEA	11-13 October	JHB, Kopanong	R 10 700,00
CMVP/MVST combo	9-13 October	JHB, Kopanong	R 18 700,00
CMVP	11-13 October	JHB, Kopanong	R 15 700,00
REP	21-23 November	PE, NMMU	R 10 700,00
CWEP	15-17 November	JHB, Emperors Palace	R 10 700,00

* Examination included in CEM/FEMT Combo

Course	Date	Venue	Excl VAT
FEMT	11-13 September	Pretoria	R 8 700,00
MVST-sa	9-11 October	JHB, Kopanong	R 7 700,00
PV Tech	23-27 October	JHB, Kopanong	R 10 700,00
BATRE	10 October	JHB, Kopanong	R 2 700,00
PREP	16 November	JHB, Emperors Palace	R 3 700,00

AEE EXAMINATION BOOKING (for qualifying candidates*)

Please select the exam/s you wish to attend:

JOHANNESBURG		PORT ELIZABETH		1st Exam (excl VAT)	Re-write (excl VAT)	Date of Last Exam
October 14, 2017		October 6, 2017		CEM R 3 200,00	R 2 700,00	
October 28, 2017		November 24, 2017		CEA R 3 200,00	R 2 700,00	
November 18, 2017				CMVP R 3200,00	R 4 700,00	
PRETORIA		VENDA		REP R 3 200,00	R 2 700,00	
September 14, 2017		December 2, 2017		CWEP R 3 200,00	R 2 700,00	

IMPORTANT: AEE does not allow rewrites within 60 days after your last exam written

**AEE EXAMINATION QUALIFYING CANDIDATES:*

Candidates booked on a course, or already attended an AEE accredited course

2 **Company information:** (will display on tax invoice)

Trading name:		Registered Company Name:	
Company VAT no:		Company Registration Nr:	
Order number:		Sector: (e.g. Mining)	

Postal Address

PO Box number:	
City:	
Postal code:	
Telephone:	
E-mail:	

Physical Address

Building Name:	
Street Address:	
Suburb:	
City:	
Postal code:	

3 **Training/Financial department:** (when applicable, alternative contact person)

Accounts Name & Surname:	
Accounts Job Title:	
Accounts Telephone:	
Accounts E-mail:	
Accounts Fax:	

4 **Delegate information:**

	(Delegate 1)	(Delegate 2)
Identity Number:		
Gender:		
FULL Names and Surname as per ID:		
Nick Name:		
Title: (Dr, Mr, etc)		
Job Title in Company:		
Training Manual:	Colour: R1 600.00 <input type="checkbox"/> Black & White: <input type="checkbox"/>	Colour: R1 600.00 <input type="checkbox"/> Black & White: <input type="checkbox"/>
Dietary/Disability Requirements:		
Home Address: (Street name & Number, Complex Name & Number Suburb, City, Code)		
Company Physical Address: (Street name & Number, Building Name / Floor, Suburb, City, Code)		



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Company Postal Address: (PO Box, Private Bag, Suburb, City, Postal Code)		
Personal E-mail:		
Work E-mail:		
Cell:		
Telephone Landline:	(H) _____ (W) _____	(H) _____ (W) _____
Preferred Manner of Email Communication:	HOME WORK	HOME WORK

PLEASE send us a copy of your ID document

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5 Course material:

AEE disallows the distribution of training material prior to the start of the course. Training material is reserved for candidates that attend the training. Pre-reading handbooks may be purchased online directly from the AEE via their website www.aeecenter.org, or where available, from EnTF directly.

6 Method of payment:

- Payment with cheques made out to Energy Cybernetics is acceptable.
- You can make payment by means of bank transfer.
- Please fax proof of payment to 086 720 8199 or email to training@entf.co.za

7 Banking details:

Account name:	Energy Cybernetics (PTY) Ltd
Bank name:	STANDARD BANK
Branch:	MENLYN, PRETORIA, SOUTH AFRICA
Account number:	01 26 62 615
Branch code:	01-23-45
Please fax deposit slip to:	+27 86 720 8199

8 Terms and Conditions as at 20 January 2017

- 8,1 First paid first served policy applies for booking security
- 8,2 **Booking security** requires the following to be received ten (10) working days prior to the commencement of the course:
- a. A deposit of 25% with proof of payment supplied well in advance
 - b. Full payment with proof of payment supplied prior to first day of training
 - c. A purchase order for the full amount of the invoice.
- 8,3 Fees include coffee/tea/juice on arrival, mid-morning coffee/tea with pastries, mid-afternoon coffee/tea with biscuits, and lunch.
For training - the fee includes the text books and course fee.
For examinations (for CEM, CEA, CWEP, REP & CMVP) - the fee includes the examination fee, marking fee, certification application fee, and 1 year membership of AEE for successful candidates.
- 8,4 It is the responsibility of the candidate attending the course to arrange their own travel, accommodation, breakfast and dinner.
- 8,5 **Policy on international candidates**
- a. Invoices exclude withholding and country-specific taxes.
Should these be leveraged by your country government, we reserve the right to invoice the responsible entity/person to recoup the costs.
 - b. VAT is payable for candidates attending training in South African borders, this may be claimed on departure from South Africa using the tax invoice.
- 8,6 **Policy on cancellations**
- a. Cancellations received within ten (10) working days prior to the first day of training will carry a 25% cancellation fee. No course material will be supplied.
 - b. Cancellations received eleven (11) working days prior to the first day of training will receive a full refund.
- 8,7 **Policy on accounts not in good standing**
- a. The candidate in attendance at the course ultimately remains responsible for payment of the outstanding account and providing the proof of payment thereof.
via fax [086 720 8199](tel:0867208199) or email to the Training Administrator at training@entf.co.za
 - b. In the event that a candidate, or the candidate's organisation is not in good standing with us we reserve the right to withhold:
 - Certificates of Attendance
 - Issuing of ECSA CPD credits
 - AEE Certification Application and/or Renewal Submissions
 - Course Attendance Registers
 - Examination Results
 - AEE Certification Certificates
 - Listing on the AEE website
- 8,8 The Energy Training Foundation (EnTF) is a division of Energy Cybernetics (Pty) Ltd and the invoice will be made out by Energy Cybernetics.
- 8,9 Right of Admission Reserved.
- 8,10 We reserve the right to cancel a course should it not be financially viable.

9 Acceptance of conditions

I, the undersigned hereby confirm that I am authorized to accept liability on behalf of my Company to register myself / the delegate and pay for this Training Course.

X

X

Authorising Signature & Name in print

Date