EIPM CERTIFICATION PROGRAMMES

**REGISTRATION FORM – 2019 OPEN SESSIONS**

Please fill-in this form (one per participant) and return it to

Ms. Anca BELEI: abelei@eipm.org

**Participant information**

[ ]  Ms [ ]  Mr First name:  Last name:

Email:  Phone:

Job title:  Company:

Address:

City:  Postal Code:  Country:

**Please select your Certification Programme**

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| --- | --- |
|  | **2019 Sessions** |
| **Professional Buyers** | [ ]  | Week 1: 18-22 Feb 2019Week 2: 11-15 Mar 2019Week 3: 01-05 Apr 2019 |
| **The Programme for Professional Buyers is targeted at individuals looking to acquire a broader perspective on Purchasing, whether they are newcomers to the profession, cross-functional employees or in regular contact with suppliers.** |  [ ]  6 000 EUR (+VAT) For payment by credit card, on registration |
|  [ ]  7 000 EUR (+VAT) For payment before the course starting date |
| **Expert Buyers** | [ ]  | Week 1: 25 Feb - 01 Mar 2019Week 2: 25-29 Mar 2019Week 3: 08-12 Apr 2019 |
| **The Programme for Expert Buyers is targeted at Lead buyers, Category buyers, Project buyers and Business Unit buyers with large portfolio responsibilities. The training offers participants an opportunity to benchmark their personal and institutional practices and has a distinct international outlook.** |  [ ]  7 000 EUR (+VAT) For payment by credit card, on registration |
|  [ ]  8 000 EUR (+VAT) For payment before the course starting date |
| **Purchasing Managers** | [ ]  | Week 1: 11-15 Feb 2019Week 2: 18-22 Mar 2019 |
| **The Certification Programme for Purchasing Managers is targeted at purchasing managers and executives who are leading a team of buyers or at senior buyers aspiring to an executive position. Participants have a solid purchasing background and wish to strengthen their strategic and leadership’s skills.** |  [ ]  6 500 EUR (+VAT)For payment by credit card, on registration |
|  [ ]  7 500 EUR (+VAT)For payment before the course starting date |

**Invoicing information**

Company / Organisation to be invoiced:

Invoicing department contact:  Phone number:

Invoicing address:

City:  Postal Code:  Country:

Purchase Order number (if requested):  European VAT number:

**How do you wish to make the payment?** [ ]  **Bank transfer** [ ]  **Credit Card**

**Bank transfer in euros (€) payable to**

SARL EUROPEAN INSTITUTE OF PURCHASING MANAGEMENT

Bank: Crédit Agricole des Savoie – 2, Place de la Libération BP95 – 74160 SAINT JULIEN EN GENEVOIS – France

IBAN: FR76 1810 6000 3434 1626 7405 008 – SWIFT Code: AGRIFRPP881 – European VAT number: FR 913 930 946 28

**IMPORTANT: Please specify the Invoice number when making the transfer**

**Special requirements**

Please note any special requirements (physical, dietary, sensory, access requirements etc.)

**Payment terms**

* Once registration is made, the Company/participant is contractually obligated to pay the fee upon receipt of the invoice.
* Please note that to be admitted, all fees are due and fully payable before the starting date of a course.

**Cancellation / postponement policies**

* Cancellations are accepted in writing up to 15 business days prior to the scheduled course date. 50% of course fees are refundable. After that date, the full course fee is payable.
* If you cannot attend the scheduled course, we can postpone your attendance or we can accept a substitute participant.
* Under exceptional circumstances, EIPM reserves the right to postpone a course to an alternative date.

**General terms**

* Travel, meals and accommodation expenses are not included in the training cost.
* The entire course material is provided under electronic format on the EIPM learning platform.

**Agreement**

 *I hereby confirm that I agree with the above terms and conditions.*

 *Date*: Cliquez ici pour entrer une date.

 *Signature:*