



SHIVAM TRAINING CENTRE PVT LTD  
Bldg. – 39, Shop no. 102, Indian Corporation,  
Dapode Rd, Mankoli Naka Bhiwandi, Dist.  
Thane, Maharashtra (421302) India.  
MOBILE: +91 9619365369  
MOBILE: +91 9833884153

## SHIVAM TRAINING CENTRE STUDENT REGISTRATION FORM

COURSE NAME: \_\_\_\_\_

PREFERRED COURSE DATE: \_\_\_\_\_ COURSE END DATE: \_\_\_\_\_

ALTERNATIVE COURSE DATE \_\_\_\_\_ COURSE END DATE: \_\_\_\_\_

STUDENT FIRST NAME: \_\_\_\_\_ LAST NAME: \_\_\_\_\_

JOB TITLE: \_\_\_\_\_ DATE OF BIRTH: \_\_\_\_\_

STUDENT EMAIL ADDRESS: \_\_\_\_\_

STUDENT PHONE NUMBER: \_\_\_\_\_

STUDENT COMPANY: \_\_\_\_\_ RIG: \_\_\_\_\_

BOOKING CONTACT NAME: \_\_\_\_\_ JOB TITLE : \_\_\_\_\_

COMPANY ADDRESS : \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_ EMAIL ADDRESS : \_\_\_\_\_

### PAYMENT INFORMATION (Payment has to be made 1 week prior to first day of class)

PAYMENT TYPE:  CHEQUE  CASH  TELEGRAPHIC TRANSFER  INTERNET BANK TRANSFER

BILLING NAME & ADDRESS: \_\_\_\_\_

PURCHASE ORDER NUMBER: \_\_\_\_\_

AUTHORIZED SIGNATURE: \_\_\_\_\_

#### Terms & Conditions :

Payment is due immediately on receipt of invoice, unless otherwise agreed in writing.  
All the bank charges are to be borne by the delegate.

Cancellation of any reservations made by 4 weeks, the payee will be charged 25% of course fee  
Cancellation of any reservations made between 2-4 weeks, the payee will be charged 50% of course fee  
Cancellation of any reservations made within 14 days, the payee will be charged 100% of course fee.

SHIVAM TRAINING reserves the right to re-schedule courses due to minimum delegate requirements.  
SHIVAM TRAINING reserves the right to cancel a scheduled course for reasons beyond its control. A full refund will be given. Alternatively new course dates will be advised.

SHIVAM TRAINING is not responsible for cancellation fees incurred by the delegate (i.e travel, accommodation) should SHIVAM reasonably cancel a course.  
If you have any questions or require further information, please do not hesitate to contact us at [enquiry@shivamtraining.com](mailto:enquiry@shivamtraining.com) or visit our website at [www.shivamtraining.com](http://www.shivamtraining.com) or call us on +91 9619365369

