

2017 Course Registration Form

FOR PAYMENTS BY FUNDS TRANSFER ONLY

Please complete a separate form for each participant. Email completed form to training@iia.org.au. You will receive a tax invoice within 1 business day. **ALL payments due one week before course commencement.**

ABN: 80 001 797 557

Registration Details

Title:	Family Name:	Given Name:
Position:		
Organisation Name:		
Address:		
City:	State:	Postcode:
Membership Number (if any):	Phone:	Mobile:
Email Address:		
Dietary Requirements:		
Course Name:		
Course Location:	Course Fee:	Course Date:

IIA-Australia members must be financial members to be eligible for the member rate at the time of registration. This form will need to be completed for every attendee for group registrations. The Institute of Internal Auditors - Australia (IIA-Australia) will handle any personal information collected from you on this form in accordance with its Privacy Policy.

Course Discounts

15% discount applies if 3 or more participants from one organisation register and pay at the same time for the same course. **20% discount** applies to IIA-Australia members travelling interstate to attend this course. **Only one discount applies! Course registration fees includes participant workbook, morning and afternoon teas and lunch.**

Liability/Disclaimer

To the extent permitted by law, IIA-Australia is not responsible for the actions, advice or representations of presenters of the Professional Development Program.

Registration/Cancellation Policy

No refunds will be made for cancellations received fourteen (14) days or less prior to the course. A substitute delegate may attend at no extra charge, subject to membership status.

Please refer to www.iia.org.au/conditions for the complete Terms and Conditions.

IIA-Australia reserves the right to change presenters, defer or cancel the course if insufficient registrations are received. In the event that a course is deferred or cancelled, a full refund will be made or a credit provided. IIA-Australia reserves the right to defer or cancel the course and in doing so will not be responsible for penalties related to cancelling or rescheduling of airfares, lodgings, etc..

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