

AutoForm
Engineering Deutschland GmbH
Emil-Figge-Straße 76-80
D-44227 Dortmund, Germany

Tel: +49 231 9742 900
Fax: +49 231 9742 277
training@autoform.de
www.autoform.com



To: AutoForm Engineering Deutschland GmbH
Chantal Pieperhoff

Fax: +49 231 9742 277

Registration Form for AutoForm-Training

Seminar Name: _____
(The training is normally conducted in German. Upon request, it can also be given in English.)

Fee: _____
(If we receive your Registration Form at least 4 weeks prior to the training start-date, we will apply a 10% discount to the Fee.)

Location: _____

Seminar Date: _____

Participant

Billing Address (if different)

Last Name: _____

First Name: _____

Title: _____

Company: _____

Department: _____

Street: _____

Postal Code / City: _____

Phone: _____

Fax: _____

E-mail: _____

Date

Signature / Company Stamp

Participation Conditions:

Registration

Please complete, sign and send the Registration Form by mail or fax. With your signature on the mailed or faxed Registration Form you acknowledge and accept these Participation Conditions. The Registration Forms are processed by AutoForm according to the date/time of receipt.

Confirmation of Registration

After we receive your Registration Form, we will send you a written confirmation.

Fee

The training Fee is per participant, and does not include any applicable taxes (e.g. value-added tax VAT). The training Fee includes course materials, a participation certificate, as well as lunch and refreshments.

Discount

If we receive your Registration Form at least 4 weeks before the scheduled training start-date, we will apply a 10% discount.

Invoice

Invoices will be issued following the end of the training seminar. Payment terms are net 30 days.

Duration

The training seminars normally start at 09:00 and end at 17:00.

Number of Participants

To ensure the effectiveness of the training seminars, the number of participants per course is limited. Therefore, we recommend registering as soon as possible. In case a course is full, we will try to suggest an alternative date.

Postponement or Cancellation of Training Seminar by Participant

The postponement of a fixed date of a training by the participant is possible exempt of charges one-time up to 7 days before start-date. For any further postponements, we raise a representation allowance of 50 €. If we receive your written cancellation more than 14 days prior to the training start-date, there is no cancellation fee. For cancellations received within 14 days of the training start-date, we must charge a cancellation fee of 80% of the training Fee. However, if you can not attend a course for which you have registered, you can substitute another participant from your company (in this case, the Participation Conditions apply to the new participant).

Postponement or Cancellation of Training Seminar by AutoForm

AutoForm reserves the right to cancel any training seminar if there are insufficient registered participants. In this case, registered participants will be informed at least one week prior to the training start-date. AutoForm also reserves the right to cancel any training seminar at any time prior to the start-date, due to force majeure, illness or accident, or any other circumstances which prevent the training seminar from being carried out. In this case, AutoForm will inform the registered participants immediately of the cancellation of the seminar.

Hotel

Hotel room reservations are the responsibility of the seminar participants. A list of local hotels is attached. If you contact a hotel on the attached list, please mention the specific code to obtain the best rates.

Hotel Recommendations:

- TRYP Hotel
Emil-Figge-Straße 41
44227 Dortmund
Tel.: 0231 / 9705 – 0
Fax: 0231 / 9705 – 444
E-mail: tryp.dortmund@solmelia.com
Code: AUTO

- Steigenberger MAXX Hotel
Berswordtstraße 2
44139 Dortmund
Tel.: 0231 / 9021 – 0
Fax: 0231 / 9021 – 999
E-mail: dortmund@maxx-hotels.de
Code: TZDO 2008

- Pullmann Dortmund
Lindemannstraße 88
44137 Dortmund
Tel.: 0231 / 9113 – 0
Fax: 0231 / 9113 – 999
E-mail: H2833@accor.com
Code: TechnologieZentrum-Dortmund Kundennummer: SC340169861

- Mercure Grand Hotel Dortmund City
Kampstraße 35
44137 Dortmund
Tel.: 0231 / 5897 – 0
Fax: 0231 / 5897 – 222
E-mail: H2900@accor.com
Code: TechnologieZentrum-Dortmund Kundennummer: SC340169861

- NH Dortmund Hotel
Königswall 1
44137 Dortmund
Tel.: 0231 / 9055 – 0
Fax: 0231 / 9055 – 900
E-mail: nhdortmund@nh-hotels.com
Code: TechnologieZentrum-Dortmund GmbH