AutoForm Engineering USA, Inc.
755 W. Big Beaver Road
Suite 300
Troy, MI 48084

Phone: +1 888.428.8636
Fax: +1 888.528.8636
training@autoform.com
www.autoform.com

To: AutoForm Engineering USA
Training Department
Fax: +1 - 888 - 528 – 8636
E-mail: training@autoform.com

## Registration Form for AutoForm Training

Course Name: **Assembly BiW**

Fee: **$ 500 US / Participant**

Location: **Online** (be sure to read details in the **Logistics** section)

Course Dates:
- ☐ March 30, 2027
- ☐ September 28, 2027

| | **Participant** | **Billing Address** (if different) |
|---|---|---|
| First Name: | _____ | _____ |
| Last Name: | _____ | _____ |
| Job Title: | _____ | _____ |
| Company: | _____ | _____ |
| Street: | _____ | _____ |
| City, State: | _____ | _____ |
| Zip Code: | _____ | _____ |
| Phone: | _____ | _____ |
| E-mail: | _____ | _____ |

To reserve your seat for training, please provide your purchase order # required for invoicing.

Billing (select one):
- ☐ Purchase Order # _____
- ☐ Pre-paid training, or other qualified arrangements, please explain:

_____

Send via e-mail

_____ _____
Date Signature/Authorization

*For Office use ONLY*
❑ *AUTH.* _____ ❑ *Q#* _____ _____ *KAM* _____*/TAM* _____ ❑ *OB* _____ ❑ *ABAS* 50153

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# Participation Conditions:

### Registration

Please complete, sign and send the Registration Form by e-mail or fax. With your signature on the mailed or faxed Registration Form, you acknowledge and accept these Participation and Payment Conditions. Registration Forms are processed by AutoForm according to the date/time of receipt. Upon agreement to payment terms: Purchase Order, Pre-paid training, or other qualified arrangements authorized by your sales account manager, you will be registered for the course.

### Confirmation of Registration

After we receive your Registration Form, we will send you a written confirmation. You may be contacted regarding purchase order number if necessary.

### Fee

The training Fee is per participant.

### Invoice

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

### Logistics

The training seminars normally start at 8:00 AM and end at 4:00 PM. Attendees will participate online, from their home / office computer. Attendees will receive live instruction via WebEx, and will connect remotely to a dedicated AutoForm training computer to work on training exercises. A computer with two monitors is required to participate effectively in the training seminar. WebEx and remote connection links, and related instructions, will be sent by email to each attendee prior to class.

### Number of Participants

To ensure the effectiveness of the online training seminar, 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 Online Training Seminar by Participant

If we receive your written cancellation more than 14 days prior to the online training start-date, there is no cancellation fee. For cancellations received within 14 days of the online training start-date, we must charge a cancellation fee of 25% of the online training Fee. However, if you cannot 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 online training seminar, if there are insufficient registered participants. In this case, registered participants will be informed one week prior to the online training start-date. Also, AutoForm reserves the right to cancel any online training seminar at any time prior to the start-date, due to illness or accident, or any other circumstances which prevent the online training seminar from being carried out. In this case, AutoForm will inform the registered participants immediately of the cancellation of the seminar. Registered participants will be rescheduled for a future online training session. If rescheduling is not possible, AutoForm will issue a refund.