

REGISTRATION FORM

Please send this form by Fax
to 22 003162 or E-mail info@lexact.com.cy

Full name of participant(s):

Seminar you wish to participate in:

Name of Company or Organisation:

Address (with Area/ Postal Code)

Telephone:

Fax:

e-mail:

URL:

TERMS OF PARTICIPATION

- The Seminars are conducted by Lexact Solutions Ltd (Lexact) at Lexact's training center at 30 Vyzantiou Street, office 22, 2064 Strovolos. Some seminars may be conducted in other towns as announced from time to time.
- Please send the Registration Form as soon as possible and not later than 2 days prior to the seminar of your choice so as to reserve you a place and make planning more effective.
- Lexact reserves the right to change the details of the events without notice. The seminar program is valid until the date of printing. However, alterations may occur due to circumstances beyond Lexact's control. When circumstances force Lexact to cancel a seminar, Lexact's liability shall be limited to refund any fees paid. Lexact shall not be liable for any consequential or other loss.
- If you register for the seminar but do not inform us in case you are unable to attend 1 day prior to the seminar, you may be charged the total fee of the seminar.
- Seminars are paid by cheque or bank deposit or bank transfer or cash (for amounts below €500) on registration prior to the commencement of the seminar and at the latest on the day of the seminar.
- If payment is made after the day of the seminar you will be charged with 9% interest. An invoice will be issued on registration.
- Seminar fees include detailed material, a certificate of attendance for CPD purposes, unlimited coffee, and lunch for full day seminars.
- PERSONAL DATA: Lexact collects and processes your personal information in accordance with the Law for the Processing of Personal Data (Protection of the Person) of 2001 to 2003, solely for the purpose of your registration, for billing purposes and for carrying out the relevant seminar. Your data is kept confidential and is not disclosed to any third parties, except as required by Law.
- HRDA SUBSIDY: For seminars approved for a subsidy by the HRDA, funding will be available for participants whose company fits HRDA's profile. Participants who wish to benefit from HRDA subsidies have to be pre-approved by filling and submitting special Form 7PE (to be provided by Lexact) prior to attending the seminar. In the event that the HRDA rejects an application for a subsidy, participants must pay the full amount to Lexact. Lexact shall not be responsible in the event that a participant or his company is not approved by the HRDA. For more details concerning HRDA's policy please visit HRDA's website at www.hrdauth.org.cy. Lexact can provide more details on request.

I hereby declare that I have read and understood the present participation terms.

DATE

FULL NAME

SIGNATURE

APPROVED LCCI CENTRE
(London Chamber of Commerce and Industry)

Supported by



lexact business & legal solutions

30 Vyzantiou Street, Office 22, CY-2064 Nicosia, P.O.Box 23846, CY-1686 Nicosia Tel:+357 22003161
Fax:+357 22003162 Email:info@lexact.com.cy Website:www.lexact.com.cy