



## Training Course Booking Form

<b>Course Title:</b>	<b>“Configuration Management for Space Projects”</b>				
<b>Start Date:</b>	18 <sup>th</sup> October 2016				
<b>End Date:</b>	20 <sup>th</sup> October 2016				
<b>Location:</b>	Midlands Innovation & Research Centre, Athlone IT, Dublin Road, Athlone, Co. Westmeath, Ireland.				
<b>Participant Name:</b>					
<b>Organisation Name:</b>					
<b>Address:</b>					
<b>Telephone.:</b>					
<b>Fax:</b>					
<b>Mobile:</b>					
<b>e-Mail:</b>					
<b>Website:</b>					
<b>Cost per Participant €</b>		<b>X No. of Participants</b>		<b>= Total Payment €</b>	

### Booking Terms:

- **Booking:** Please complete this Booking Form and send it to Space Industry Skillnet, G&L Technology Ltd., Midlands Innovation & Research Centre, Athlone IT, Dublin Road, Athlone, Co. Westmeath, Ireland. You may also send the Booking Form via e-mail to [catherine.lenehan@gltechnology.ie](mailto:catherine.lenehan@gltechnology.ie)
  - **Payment:** On receipt of the completed Booking Form an Invoice for the course fees will be issued and payment must be made to the bank account named on the invoice, before the closing date, to secure a place on the training course. Please clearly state the Organisation Name and Address on the Booking Form for Invoice purposes.
  - **Closing Date:** Payment must be received 7 days before start date of training course.
  - **Cancellation:** Regrettably, cancellation following closing date will incur payment of 100% of the full course fee.
  - **A ‘no show’** on the commencement day of a course will incur a 100% cancellation fee. Cancellations must be advised by telephone and confirmed in writing by e-mail to [catherine.lenehan@gltechnology.ie](mailto:catherine.lenehan@gltechnology.ie)
  - **Space Industry Skillnet** reserves the right to cancel courses in the event of insufficient enrolments. Substitute delegates are permitted on all courses provided entry requirements are met.
- Further information** on the Space Industry Skillnet training courses can be found on our website at:

[www.spaceskills.net](http://www.spaceskills.net)