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| Training: | |
| Data of Training: | |
| Complete Name: | |
| Address: | |
| ID Number: | |
| VAT Number: | |
| Phone: | |
| Mobile Phone: | |
| E-mail: | |
| Job Title: | |
| Company: | |
| How did you find information about the training? | |

REGULATION OF TRAINING

1. Registration and Payment

Registration is effective after full payment and the sending of this form completed. After the reception of the form, will be sent an invoice, which will allow to the learner the access to the training course. Payment can be made by bank transfer, check or in cash, and must be made up to 15 days before the beginning of the course.

2. Postponements, Cancellations and Returns Policy

When the minimum quorum of inscriptions fixed for a certain action is not reached, or we verify the impossibility of provision by the trainer, or there are technical reasons duly justified, the ShadowSEC UK reserves the right to change the dates of the actions, or even proceed to the respective cancellation, proceeding in this case, to the notice of the alternative dates, do not constitute any compensation to trainees.

If the learners wish to give up the training action, **80% of the amount paid will be returned, with the rate of 20% charged for the administrative costs.**

The registration is valid for a period of one year, for use in a new application of equal or greater value, supporting the trainee the difference for the new registration.

A company may, bring other learners whose profile falls within the group of recipients to whom the action is directed. In those cases, registration conditions must be respected by the substitute.

If the sending of the model 21-RFI (Request for Waiver or Partial Retention in the Portuguese Tax Fountain, made under the Convention to avoid double taxation between Portugal and the United Kingdom) is necessary, the company/winner must promptly in order it so we can process the request to Finance in UK. Keep in mind that the registration will be confirmed only after the payment.

The no-show without prior notice at least 15 days implies the payment of an extra of 10% of the training.

Date: _____

Signature: _____