

**Bates Project Management Inc.**  
(A Division of CSI Consulting Group)

**TRAINING REGISTRATION FORM – TORONTO**

<b>Organization:</b>			
<b>Contact Person &amp; Title</b>			
<b>Address:</b>			
<b>Phone:</b>	<b>Fax:</b>	<b>E-Mail:</b>	
<b>Bates Course Name:</b>		<b>Start Date:</b>	

**Participant Information**

Sr. No.	Participant Name	Position	Contact Phone #	E-Mail

**Registration Terms & Conditions**

**Course Fee:** Course fee includes all program materials. GST @ 5% of Course Fee will be charged extra. Course fee does not include charges for accommodation, food or parking and participants have to make their own arrangements at their own cost.

**Payment policy** – Full payment (fee + GST) must be received in order to guarantee your seat. Visa, MasterCard or cheques are accepted. Please fill the attached credit card payment information form or make cheques payable to **Bates Project Management Inc.** and send along with completed registration form to:

**CSI Consulting Inc. - 150 York Street, Suite 1820, Toronto, Ontario, M5H 3S5**

**Confirmation** –As soon as we receive your registration, we will acknowledge it with an e-mail confirmation.

**Cancellation policy** – If you are unable to attend, cancellations received at least 2 weeks prior to the course date will receive a full refund less a \$50 administration fee. Refunds will not be given for cancellations occurring less than 2 weeks out, but substitutions are welcome. Refunds will not be given for no-shows.

For registration or more information, please contact:

**Nancy Ruddy - Phone 1-416-364-6376 Extn: 2036 E-mail [nancy@csican.com](mailto:nancy@csican.com) Fax (416) 364-2735**  
Or visit our website [www.bates.ca](http://www.bates.ca)

Bates Project Management Inc., 109 York Street, Ottawa, Ontario, K1N 5T4

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**Credit Card Payment Information Form**

<b>Credit Card Number:</b>			
<b>Card Type (Master or Visa ONLY)</b>		<b>Expiration Date (MM/YYYY)</b>	
<b>Name on Card</b>			
<b>Billing Address</b>			
<b>Name of Nominating Organization / Person</b>			
<b>Bates Course Name, Location &amp; Start Date</b>			
<b>No. of Participants:</b>		<b>Amount CDN \$ (Fee + GST @ 5%)</b>	
<b>Card Holder Signature →</b>			