



Take your leadership to the next level

## LEADERSHIP PROGRAM REGISTRATION FORM

Please scan and send back to [campus@cambiana.com](mailto:campus@cambiana.com)

### **MUNICH LEADERSHIP PROGRAM**

- Autumn 2019 – September till December
- Spring 2020 – February till June

### **ZURICH LEADERSHIP PROGRAM**

- Winter 2019-20 – October till February
- Spring 2020 – February till June

### **BERLIN LEADERSHIP PROGRAM**

- Spring 2019 – March till June
- Autumn 2019 – August till December

### **VIENNA LEADERSHIP PROGRAM**

- Winter 2019-20 – October till February
- Spring 2020 – February till June

### **PARTICIPANT INFORMATION**

First name:

Last name:

Job title:

Company:

Email:

Phone:

Address:

Postcode & City:

VAT number:

Company contact name:

Company contact email:

Company contact phone:



Take your leadership to the next level

## **PAYMENT DETAILS**

Training fees are payable with bank transfer or online 28 days prior to program start. Where bookings are made within 28 days of the program start date, then payment in full is also required with bank transfer or online. This is the only way we can guarantee your seat in the program. For details of our cancellation policy see the General Terms for Open Learning Programs.

Bank account owner: Cambiana Consulting GmbH

IBAN: DE91701500001004114110

BIC: SSKMDEMM

Bank: Stadtsparkasse München

Cambiana Consulting GmbH

Balanstraße 73 – Haus 9

D-81541 München

International VAT ID: DE305065928

Registration number Chamber of Commerce: HRB 224064

Cambiana Consulting GmbH is subject to German law. Place of performance is Munich, Germany. The courts of Munich, Germany, shall have jurisdiction.

## **BILLING ADDRESS FOR YOUR INVOICE (if different from above):**

Company:

(VAT ID):

(PO Number):

Contact Partner:

Department:

Street:

Postcode / City:



Take your leadership to the next level

**DATA PROTECTION NOTICE**

We take your privacy very seriously and will treat your personal information confidentially and in accordance with the law. Your details will be stored so that they can be used to process your registration. Without your consent, this data will not be disclosed to third parties.

- We limit our direct marketing to information of potential relevance to you. However, if you **DO NOT** wish to receive any such information from Cambiana Consulting, please tick here.
- Please tick here if you **DO** wish to receive our **email news bulletins** – you will have the option to unsubscribe from the service at any time after consenting.

**AGREEMENT**

I understand and agree that my name and personal details as supplied on this form will be added to registration files held by Cambiana Consulting GmbH. I agree that, should Cambiana Consulting GmbH receive a request to confirm my training qualification status, Cambiana is free to respond to such a request.

For communication purposes, I understand and agree that my email address is visible for the other training participants.

I hereby agree to the above Data Protection Notice and General Terms for Open Learning Programs of Cambiana Consulting GmbH. I hereby state that the information given on this application form is accurate and complete to the best of my knowledge.

.....

Place, Date

Signature

**Special terms and conditions for booking in-house learning programs**

If you have a group of participants to be booked onto any Cambiana Consulting learning programs, you may be interested in asking us to arrange it in-house. This can often bring considerable savings. If you would like us to run an in-house program, please contact us at [campus@cambiana.com](mailto:campus@cambiana.com). Client companies booking in-house programs will be given a full statement of Cambiana Consulting terms and conditions for such programs at the time of booking.



Take your leadership to the next level

## GENERAL TERMS OF BUSINESS

### **Cambiana Consulting GmbH**

#### **1. Open learning program terms, content and prices**

1.1 The details of the design and content of learning programs, and their prices, are correct at the time of publication, but they may be subject to change without notice.

1.2 Cambiana Consulting GmbH (hereafter: Cambiana Consulting) reserves the right to cancel or reschedule programs without penalty or liability if there are insufficient bookings, or for reasons outside Cambiana Consulting's control.

1.3 Cambiana Consulting reserves the right to change these terms and conditions at any time without prior notice to you, so please check them regularly.

1.4 In the event of any conflict between these terms and conditions (as displayed on our website) and those in our catalogue or elsewhere, these terms and conditions (as displayed on our website) shall prevail.

#### **2. Payment**

2.1 Fees are payable with bank transfer 28 days prior to one-, two- and three-day learning programs, and 49 days prior to four- and five-day learning programs. Immediate payment by bank transfer will be required on any bookings received within 28 days of the program start date.

2.2 Where, on completion of a qualification program, a participant would normally become entitled to purchase restricted test materials, Cambiana Consulting will only award that qualification when payment of the relevant program fee has been received in full.

2.3 VAT at the standard German rate is chargeable on all fees for Cambiana Consulting open learning programs held in Germany, regardless of the country of residence of the attendee. Where programs are held in other EU countries, VAT will be charged as required by the country concerned (if applicable).

2.4 The cost of optional overnight accommodation is not included in the program fee, and participants are expected to make their own accommodation arrangements.

2.5 The contract partner is not entitled to withhold or reduce payments or set other costs against payments – even if deficiencies or counter claims are shown to be valid – unless these claims are either undisputed or determined in a legally binding manner.

2.6 In the case of courses or events which may be staged in several blocks, Cambiana Consulting is entitled to invoice for full payment once the event has begun.

2.7 If payment by the contract partner is delayed, Cambiana Consulting will charge interest at the bank overdraft rate from the relevant date onwards.

#### **3. Ownership of materials included in learning program fees**

It is a condition of sale that ownership of materials shall not transfer to the participant or his employer (as the case may be) until full payment is received by Cambiana Consulting in respect of the relevant program. If payment is not received by its due date, Cambiana Consulting may repossess any materials that have not been paid for.

## Take your leadership to the next level

### 4. Cancellation policy

4.1 Conditions for cases of workshop or seminar cancellation or rescheduling made by the participant or customer:

Up to 4 weeks before the start of the seminar: no costs are incurred, except for the non-refundable charges mentioned in the registration form (specific to each learning program).

Up to 2 weeks before the start of the seminar: Cambiana Consulting is entitled to invoice for 50% of the seminar fee as well as the non-refundable charges mentioned in the registration form (specific to each learning program).

Within the two-week period before the start of the seminar, or in the case that the participant fail to appear: the seminar fees must be paid in full.

All cancellations must be made in writing.

4.2 In the case where a seminar is cancelled by Cambiana Consulting or is fully-booked, Cambiana Consulting will treat an application as still binding for a period of 12 months unless the customer revokes this application in writing within 3 months of the cancellation. If no suitable seminar takes place during this 12-month period, Cambiana Consulting will refund the seminar fee.

### 5. Substitutions

Substitutions can be accepted without charge at any time, provided that the substitute fulfills the entrance requirement and has completed any pre-course study.

### 6. Liability

6.1 Cambiana Consulting will try to notify participants as soon as reasonably possible if a course has to be cancelled.

6.2 Cambiana Consulting will also try to ensure that any description of the design or content of learning programs is as informative as possible, but it is for participants to take responsibility for deciding whether or not a program is suitable for their needs.

6.3 Nothing in these terms and conditions will exclude or limit Cambiana Consulting's liability for death or personal injury, or for fraud on Cambiana Consulting's part, or for any liability that cannot be excluded by law. Subject to the foregoing sentence Cambiana Consulting will not be liable for any indirect or consequential loss, loss of business, profit, revenue, data or goodwill, or for lost or wasted management time.

### 7. General Conditions

7.1 The lack of validity of individual parts of these terms of business or parts of the contract agreed by the relevant parties does not affect the validity of the conditions or contract as a whole. In a case where a point or points are found to be inapplicable or invalid the parties will follow through the conditions applying an effective replacement rule which meets the requirement defined by the excluded regulation.

7.2 These conditions and their implementation fall exclusively under the jurisdiction of German law.

7.3 All claims resulting from these terms of business and contracts relating to them are to be presented exclusively before the courts of Munich, Germany.