

Phone: (08) 9328 3377 Fax: (08) 6323 1110 E-Mail: training@teamdigital.com.au Web: www.teamdigital.com.au



TRAINING WITH TEAM DIGITAL

Course Structure

Class sizes are restricted to a maximum of four participants to ensure adequate attention is given to each student. Each student is provided with a computer, which is configured to either a Mac or Windows operating system.

Course Notes

Adobe Certified Courseware is provided to aid in the learning process and as a permanent source of reference for students to keep.

Course Presenters & Course Content

Our presenters are skilled educators who have years of experience in presenting short courses as well as designing customised programs for specific training needs.

Times & Parking

Please refer to Page 2 for relevant times & dates. There is extremely limited free on-site parking at the front of the building. Please refer to the Session Overview (provided with your Enrolment Confirmation) for further details regarding parking & other transport options.

Enrolment & Payment

- Enrolment is made by completing the form on Page 2 and returning it to us with a 30% deposit.
- Please note that enrolments cannot be processed unless accompanied by payment.
- The balance of the course fee is due no later than fourteen (14) days prior to the commencement of the course.
- The exception to the above is: if your company has a 30-day account with us & provides a Purchase Order; or if your accounts department pays the invoice with funds clearing before the course start date.

Cancellation Policy

 No less than 14 days from course date 100% refund Less than 14 days from course date Deposit forfeited = Non-attendance (No-show) All payments forfeited

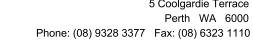
Please note that the above cancellation policy may not apply where inability of a student to attend is caused by medical illness. Upon presentation of a medical certificate and at Team Digital's discretion, the course fee will either be refunded in full or the enrolment commuted to a subsequent course at a date suitable to all parties.

Money Back Guarantee

Subject to certain conditions, Team Digital offers a money back guarantee where the training does not meet students' expectations. For a full explanation of this policy, please visit our website.

Privacy Policy

Please visit our website to view our Privacy Policy.



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TRAINING COURSE REGISTRATION

Please complete all sections and return to us for processing.

Course Information	
Title & Dates	
Start & finish times	9:00am to 5:00pm (each day)
Billing Information	
Contact Name	
Company Name (if applicable)	
Address (street number & name)	
Address (suburb & state)	
Phone	
Email	
Participant Information	
Name	
Phone	
Email	
Postal Address	
Operating system for computer? □ Windows □ Mac	
Which version of the application are you currently using? CC (Year:) Other:	
(CC = Creative Cloud e.g. CC 2020)	
(00 = 010anv0 010ad 0.g. 00 2020)	
Do you have any special dietary requirements we need to be aware of? ☐ No	
☐ Yes - please provide details:	
Payment Payment is tendered as follows (all clients must select one option):	
ayment is tendered as renews (an enemis must select one option).	
☐ Full course fee \$875.00	☐ Deposit of 30% \$262.50
Payment Mathed (Please shoots and only)	
Payment Method (Please choose one only) • Credit Card	
□ Visa □ MasterCard □ American Express (1.75% surcharge applies)	
Card Number:	Expiry: CCV:
• □ Direct Deposit OR □ 30-day Account (Please choose one only)	
An Invoice copy will be provided with Team Digital's BSB & Account Number in the lower left corner. Please use either the Invoice number or Client ID as your payment reference.	
I confirm that I have read the <u>Terms and Conditions on Page 1.</u> I accept that those Terms and Conditions apply to this enrolment.	
Signed:	Name: Date: