



THE SOURCE FOR PURCHASING

The European Institute of Purchasing Management (EIPM)
Building Mont-Blanc 2 – Site d'Archamps
74160 ARCHAMPS - FRANCE
Tel: 33 (0)4 50 31 56 78 - FAX 33 (0)4 50 31 56 80 – Website: www.eipm.org

EIPM TRAINING MODULES: REGISTRATION FORM

First Name: Last Name:

Gender: Ms Mrs Mr Date of Birth:

Nationality:

Job title: Manager's Name:

Company:

Address:

City: Postal Code:

Country: Email:

Phone: Fax:

Please tick the box corresponding to the EIPM module you would like to register for:

Table with 4 columns: Module Name, Duration, Date 1, Date 2. Rows include Fundamentals of Purchasing, Fundamentals of Cost Analysis, Financial Risks/Opportunities in Supply Management, etc.

Table with 2 columns: Training fees for 2 day training module, Training fees for 3 day training module. Rows show fee options like 1700 EUR (+VAT) and 2450 EUR (+VAT).



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## 1 Compulsory invoicing information

Company/Organisation to be invoiced: _____	
First Name: _____	Last Name: _____
Address: _____	
City: _____	Postal Code: _____
Country: _____	Email: _____
Phone: _____	Fax: _____
Requested Purchase order number: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
Purchase Order number: _____	European VAT number: _____
Date: _____	Signature: _____

## 2 Cancellation policies

- 50% of course fee will be refunded to participants for cancellations made less than 15 days before the start of the program.
- 100% of course fee will be refunded to participants for cancellations made more than 30 days in advance of the start of the program.
- Cancellation policies will not be applied if the participant finds a replacement or postpones the training session to the following session.
- EIPM reserves the right to cancel the course if there are less than 7 participants.

## 3 Conditions of payment

Once the registration made, the company is contractually obligated to pay the fee upon receipt of the invoice.

## 4 General conditions

Travel and accommodation expenses as well as optional textbooks are not included.

## 5 Application Coordinator

**Mrs Virginie JOANNES, Marketing & Sales Manager**

Phone: +33 (0)4 50 31 56 85  
Fax: +33 (0)4 50 31 56 80

Mobile: +33 (0)6 31 67 03 68  
Email: [vjoannes@eipm.org](mailto:vjoannes@eipm.org)

## 6 Agreement

I hereby confirm that I agree with the above terms and conditions.

Date:

Signature:

The European Institute of Purchasing Management (EIPM)  
Please contact: Mrs Virginie JOANNES, EIPM Marketing & Sales Manager  
Phone: +33 (0)4 50 31 56 85 - Email: [vjoannes@eipm.org](mailto:vjoannes@eipm.org)