

Galbraith's Shipping Course

Application form 24 July to 08 August 2009

To be considered for a place on the Shipping Course, please return this application form as soon as possible.

Mr/Mrs/Miss/Ms/other title _____

Surname _____

First Name(s) _____

Nationality Job Title _____

Company Name _____

Company Address _____

Postcode _____

Telephone _____ Fax _____ E-mail _____

If not to the address stated above, future correspondence should be sent to _____

Postcode _____

Date of birth _____ What is your main language? _____

Please state where you heard about the course _____

Please rate your use of business language _____ Fair/Good/Excellent

Number of years experience _____ a) Commercial _____ b) Shipping _____

Academic and professional qualifications _____

Computer experience (list applications) _____

What is your main area of responsibility within your company? _____

To guide them in forming work groups, the Course Directors require each delegate to describe their responsibilities and recent experience at work _____

Special dietary requirements _____

The Course fee is £6,082.61 + £912.39 (UK Value Added Tax* currently at 15%) = £6,995.00 payable in full (see notes below) and includes the inaugural dinner, return travel to Ashridge from London, all tuition, documentation, meals, accommodation and use of recreational facilities at Ashridge. An invoice will be issued within 5 working days of the receipt of a duly completed application form.

Please tick

- I enclose my Cheque/Draft payable to Galbraith's Ltd
(Cheques will only be acceptable if drawn on a UK bank)
- I am paying by bank transfer – Bank details below
(Please note that charges for Telegraphic Transfer and Swift must be borne by sender)
- Payment by Credit Card Visa MasterCard

Card Holder	Card Number
Expiry Date	Security Code
Signature	

Please note that places are limited and early submission of applications is highly recommended. An initial deposit of 30% will be required to reserve a place on the course and will only be refundable if written notice is received more than 60 days before the start of the course. If notice is not given the deposit will be forfeited. Payment of the remaining 70% of the fee must be received 30 days before the start of the course. Late applications will only be considered in exceptional circumstances.

Your reply and point of contact is Jane Percival
Shipping Course Administrator
Galbraith's Ltd, Bridgegate House
124-126 Borough High Street
London SE1 1BL
United Kingdom

Tel +44 (0)20 7378 6363 Fax +44 (0)20 7959 1087
Email shippingcourse@galbraiths.co.uk
www.galbraiths.co.uk

Closing date for receipt of application forms is the 1st July.
Late applications can only be considered in exceptional circumstances.

Bank details

Galbraith's Ltd. Account No. 51376962 Sort Code 16-01-01
Branch Shipping Business Centre, The Royal Bank of Scotland Plc
International Payments – London Operations, Premier Place
21/2 Devonshire Square, London EC2M 4BR
Swift RBOS GB 2L . Telex 72130 . BIC RBOS GB 2L . IBAN GB07 RBOS 1601 0151 3769 62

*Payment of VAT is compulsory by all delegates, overseas as well as UK based.

