Please complete in full (in legible handwriting or typed) and submit to: [training@iildev.org](mailto:training@iildev.org)

You may continue onto additional pages if further space is required when completing the form.

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| **Course Title:** | Partnership Brokers Training |
| **Location** | Cape Town, South Africa. |
| **Course Dates:** | October 27-28, 30 - 31 |
| **Closing Date for application** | September 15 |
| **Payment deadline** | September 22 |

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| **PERSONAL INFORMATION** | | |
| **Title:** | | |
| **Last name:** | **First name:** | |
| **CONTACT ADDRESS** | | |
| **Street:** | **City:** | **State/Country:** |
| **Telephone:** | **Fax:** | **Email:** |
| **MORE INFORMATION** | | |
| **Job Title:** | | |
| **Organisation:** | **Geographical area of operation:** | |
| **Nationality:** | **Gender:** | |
| **RELEVANT HIGHER EDUCATION AND/OR PROFESSIONAL QUALIFICATIONS** | | |
| 1: | | |
| 2: | | |
| 3: | | |
| 4: | | |
| 5: | | |

**What are your reasons for applying for this course?**

Please state in the box below why you would like to take part in Level 1 and how you would apply the skills developed during the course to your work (You are very welcome to supply additional pages in answer to this question).

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**Invoicing & organisational agreement**

**Training Fee payable $1,825**

**Please indicate who will pay the training fee, and provide details for the invoice**

Employer  Yourself

**Details for invoice** (unless you indicate here, we will make the invoice out to the participant as stated above):

I confirm that the information which I have given in this application is complete and true.

Signature  Date

**Other Comments**

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**ANNEX: Financial Details**

The fee for the training is: $1825 (US Dollars)

The fee covers:

* all tuition fees for the 4-day course
* background reading materials and course handouts
* Lunches and tea breaks

The fee does NOT include:

* travel costs involved in attending the course
* per diems for participants during the course
* chargeable telephone calls
* bank or credit card charges

Once an applicant has been formally accepted and offered a place in the training, the nominated organisation or person will be issued with an invoice for fees. This must be paid before the Fee Deadline Date stated in the Annex. The applicant is responsible for the payment of this invoice, regardless of the donor. If the fee is not honoured before the start date of the training, the candidate will not be allowed to participate.

**Cancellation policy**

Cancellation by candidate:  
Once accepted on the training and an invoice for payment of fees has been issued, a cancellation fee will be immediately due should the candidate withdraw, irrespective of whether or not payment has been made. The cancellation fee is as follows:

$350 (USD) – For withdrawals made after the payment deadline and up to three weeks before the course start date

$950 (USD) - For withdrawals made within three weeks of the course start date

$1825 (USD) - For withdrawals made within one week of the course start date

In exceptional circumstances, and at the discretion of the organizers, cancellation fees may be put towards attending a later cohort or accepting a substitute candidate (subject to the meeting of applicant criteria).

Cancellation by organisers:  
If, for whatever reason, this cohort is postponed or cancelled by the organisers, applicants will be notified at least two weeks before the training of any such changes. The organizers will refund the full training fees in such circumstances but cannot accept liability for any other expenses incurred.