

ProspectSoft CRM & CMS Web Solutions

Q4 / 2010 Accreditation & Re-Accreditation Training Courses – Booking Form.

Unless otherwise notified, training courses are held at:-

Dovetail House
Wycombe Road
Stokenchurch
Buckinghamshire HP14 3RQ
Tel: 01494 486300

Unless otherwise notified, courses start at 9.30am on the first morning. The offices are open from 8.45am. Please arrive no later than 9.15am. Course days generally finish by 5pm.

Please complete this form and FAX to 01494 486399 to reserve your place.

Reseller Company	
Attendees' names & email addresses	

Please retain a copy of this form for your records. See below for the booking terms and conditions.

Re-accreditation courses are only available to resellers' staff holding a ProspectSoft CRM V5 accreditation in that subject. Other staff must take the relevant Accreditation course.

Charges

All Sales Training is free. Accreditation and re-Accreditation training courses are free for Gold Partners, and for Resellers within the first year of their Partner's Agreement (at the date of booking). All other Reseller Technical Training is chargeable at £250 + VAT per day, per attendee. Refreshments and lunch are included. Parking is free. (See also the Terms of Training on the last page of this document .)

Cancellation

If you need to cancel your reservation, cancellation must be received in writing not less than 14 calendar days before the date of the course. Cancellations received after that date, or failure to attend, will result in a charge of £250 + VAT per day of the course, whether or not the initial booking was chargeable. A suitable, named replacement may be substituted before the course begins.

Courses for Q4 / 2010

Booking Ref.	Re-accreditation courses	Date	Number attending
TP06-011-100914R	Installation & Technical Support – One Day	14 th September	
TP06-022-100923R	Product Consultancy, Training & Support – Two Days	23 rd & 24 th September	
TS06-012-100921	Sales split course ¹ – Days One & Two	21 st & 22 nd September	
TS06-012-100928	Sales split course ¹ – Days Three & Four	28 th & 29 th September	
TR06-021-100930R	Report Writer: Advanced ³ – One Day	30 th September	
TR06-031-101006R	Report Writer: Extended ³ – One Day	6 th October	
TD06-041-101001R	Developer XML API - One Day	1 st October	
Booking Ref.	Accreditation courses		
TP06-011-101005	Installation & Technical Support – One Day	5 th October	
TP06-024-101019	Product Consultancy, Training & Support – Four Days	19 th – 22 nd October	
TR06-023-101026	Report Writer: Advanced– Three Days	26 th – 28 th October	
TR06-032-101104	Report Writer: Extended ² – Two Days	4 th & 5 th November	
TS06-013-101110	CMS Web Solutions Sales – Three Days	10 th - 12 th November	
TD06-043-101201	Developer XML API - Three Days ³	1 st – 3 rd December	

Note 1 Sales Course Trainees must bring a laptop running the latest ProspectSoft CRM and MS Office Professional programs with MS Outlook offline folders.

Note 2 Report Writer Advanced Accreditation is a pre-requisite for attending the Report Writer Extended Configuration & Customisation course.

Note 3 Developer XML courses should only be attempted by people who are already Report Writer accredited or who have substantial SQL relationship database experience.

This Page must be signed and returned with the Booking Form to complete a reservation

Refreshments and lunch will be provided so please advise if any attendees have any dietary needs:

The Training Room is situated on the ground floor, but should an attendee have restricted mobility, or any concerns with regard to access, please contact ProspectSoft with details of requirements and all reasonable arrangements will be made to assist.

Terms of Training

By signing this Booking Form, you are agreeing to the following:

- To pay the relevant charges
- That ProspectSoft will make every effort to provide courses as advised. We reserve the right to reschedule, or cancel, any course should the need arise and to vary the content, at our discretion
- Acknowledgement that you have read the Training Courses Summary and Training Pre-Requisites document

For further Terms and Conditions, please refer to your Reseller Agreement.

Signed on Behalf of Reseller: _____
Your Name in Capitals: _____
Position in Company: _____
Your email address: _____
Date: _____

Please FAX all these pages to **01494 486399** immediately to reserve your place.
Bookings must be made by Fax or by email. If you have any questions, please call ProspectSoft on **01494 486321** or email info@prospectsoft.com Thank you.

Office Use Only	Date	Who
Booking Quote keyed against lead		
Notes updated on lead		
Notified Account Management		