

# REGISTRATION FORM



I wish to register for the \_\_\_\_\_  
\_\_\_\_\_ course, to be held on  
\_\_\_\_\_

- A detailed administration instruction and an account for payment (if applicable) will be forwarded when your place on the course is confirmed.
- A surcharge of \$250 + GST will be made for late registrations (within 2 weeks prior to the course start date).
- SMS reserves the right to charge DHBs for any non-refundable expenses (e.g. airfares, accommodation) that are incurred by SMS due to late cancellations.

## REGISTRATION DETAILS

Mr/Mrs/Ms/Miss/Dr/Rank/Title: \_\_\_\_\_

Surname: \_\_\_\_\_

First Name (for flight booking): \_\_\_\_\_

Preferred Name (for name badge): \_\_\_\_\_

Air New Zealand Airpoints number (if applicable): \_\_\_\_\_

Job Title/Position: \_\_\_\_\_

Organisation: \_\_\_\_\_

Postal Address: \_\_\_\_\_

Ph #: \_\_\_\_\_ Mobile #: \_\_\_\_\_

Email: \_\_\_\_\_

Other: (dietary requirements, food allergies, disabilities, preferred flight details):

\_\_\_\_\_  
\_\_\_\_\_

Please forward completed forms to:  
**Allison Graham, Academic Administrator**  
SMS Training, P O Box 1364, Invercargill 9840  
Email: [Allison.graham@smsl.co.nz](mailto:Allison.graham@smsl.co.nz)  
Fax: (03) 214 2410

*Registrations close one month prior to course start date*