



SevenCs GmbH

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ENC Tools Training Registration Form ENC Tools Training Department

UPCOMING TRAININGS: DATES & DETAILS

Please mark your preferred training section.

April 04th – April 12th, 2011

- | | |
|--------------------------|---|
| <input type="checkbox"/> | Section A: April 04th (1 day)
IHO Standards for ENC Data Production
(S-57; S-52) |
| <input type="checkbox"/> | Section B: April 05th – 08th (4 days)
Using SevenCs ENC Tools for ENC Data Production
(Basics) |
| <input type="checkbox"/> | Section C: April 11th – 12th (2 days)
Using SevenCs ENC Tools for ENC Data Production
(Advanced) |

Note:

Each training section (*A, B, and C*) can be booked separately.

Subjects:

Please find a detailed description about the contents of the single training sections on our homepage:

www.sevencs.com

=> [Service](#)

=> [Training](#)

[ENC Tools](#)

Participants: 2(minimum) – 6 (maximum)
Registration until: March 21st, 2011 (date of receipt)
Location: SevenCs, D-22761 Hamburg, Ruhrstrasse 90

Accommodation: We recommend the B&B Hotel in Hamburg-Altona (<http://www.hotelbb.com/>).

B&B Hotel Hamburg-Altona
Stresemannstraße 318
D – 22761 Hamburg
Tel. +49 40 851 806-0
Fax +49 40 851 806-444

The hotel is within a 5 minutes walking distance to our office.
SevenCs would be pleased to arrange the booking details for you.

Price information:

- One overnight stay in single room € 49,-
- One overnight stay in double room €59,
- Breakfast not included

Detailed hotel information will be sent with your booking confirmation.

Date of arrival: We recommend arriving the evening before the training starts.

Training fee: € 500.00 per day and person.
Training fee include: training with authorized SevenCs training instructors, course material, daily lunch, snacks and drinks during the training sessions.

The next ENC Tools Trainings are scheduled for:

- June 27th – July 05th, 2011
- October 10th – 18th, 2011

If you would like to register for one of these trainings, please contact: sales@sevencs.com for detailed information.

Please refer to the next page for registration details.

YOUR NAME AND COMPANY DETAILS:

Please print your name and company details as you want them to appear on your training certificate.

Name _____ Company/Organisation and Department _____

State/Country _____ Zip Code _____ City _____ Street address (no P.O. Boxes) _____

() _____ () _____
Telephone number _____ FAX number _____ e-mail address _____

BILLING AND PAYMENT INFORMATION:

Who is paying for the course? Only required if different from specifications above.

Company/Organisation _____ Telephone number _____ FAX number _____

Department _____ Contact _____ Zip Code _____

Address: (state/country - zip code – city - street)

*SevenCs requires proof of payment in order to complete your registration. Please note that **Prepayment** is required. Payment may be made by check, credit card, pre-existing contract obligation or purchase order including training. Please fill in your payment data and fax this form back to our office. Alternatively you may e-mail it. In this case, please use the e-mail address sales@sevencs.com*

Credit Card number: Exp. date:

Credit card type (check one):

VISA: MasterCard: American Express: Others: _____
(specify)

Check number:

Contract number:

P.O. number:

I understand and agree to the terms of conditions of this registration application:

(Signature and company stamp required)

REGISTRATION PROCEDURE:

1. Please fax this form to the SevenCs office using the following FAX number: **+49 (0) 40/851 724 79**. Alternatively you can send all relevant data for this application registration by e-mail. In this case, please use the e-mail address sales@sevencs.com.

Note: An incomplete registration form will delay your application. Unsigned registration applications cannot be processed at all.

We request that you fax or e-mail your reservation not later than two weeks prior the training starts. Thus, the final reservation date for this training is March 21st, 2011. Registrations are processed on first-come, first-served basis. In case a course is already fully booked SevenCs will offer an alternative date based on our training schedule.

2. SevenCs will confirm your registration application by e-mail. You will receive an acknowledgement letter from our sales department (sales@sevencs.com) notifying you and your payment and seating status. Hotel accommodation then will be booked in accordance with your travel details.

DATA PROCESSING FEE AND REFUNDS:

The training fee includes a non-refundable data processing fee per training participant. This amount will be calculated with 20% of the total training fee. We request this non-refundable fee in case of a cancellation seven days (March 28th, 2011) prior to the starting date of the training. Full training fee will be charged in case of a cancellation 3 days (April 01st, 2011) before the training start date, or if a participant fails to appear at the training.

SUBSTITUTIONS:

Substitution by another person from the same organisation is allowed.

TRAINING SCHEDULE CHANGES AND CANCELLATIONS:

Due to unpredictable reasons the following changes may be required:

- Changes in the published time schedule.
- Cancellation of the training.

In such cases SevenCs will contact all registrants at the earliest opportunity. If the training should be cancelled SevenCs will offer an alternative date.

TRAVEL

Arrival and departure as well as transportation to the hotel or to the SevenCs office are the registrant's responsibility. All travel details (hotel addresses, public transport connections etc.) will be sent to the registrant together with the booking confirmation from our office.

SevenCs accepts no responsibility for non-refundable travel arrangement losses which may result from course changes or cancellations.

LODGING

SevenCs recommends lodging in the B&B Hotel Hamburg-Altona. We would be pleased to arrange all relevant booking details according to your individual travel details. Location information will be sent together with the booking confirmation.

COURSE MATERIAL

All necessary material and equipment (including PCs) will be provided at the training site. If a participant should want to use his own data sets in the training he is kindly asked to contact the SevenCs ENC Tools Support (enc@sevencs.com) for preparation.

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