

**Fax back to: 0131 440 2604**

**Process Mapping & Analysis one day workshop registration form.**

**Delegate Details**

Name	Position	Email

**Organisation Details**

<b>Organisation name:</b>
<b>Address:</b>
<b>Postcode:</b>
<b>Telephone:</b>
<b>Booked by:</b> _____ <b>Email:</b> _____

**Payment Details**

Payment for \_\_\_\_\_ delegate(s)

I enclose a cheque for £ \_\_\_\_\_  
Made payable to:  
**Vanguard Scotland Ltd.**  
**Unit 38, Imex Business Centre, Dryden Rd, Bilston Glen, Loanhead, EH20 9LZ**

Please invoice me

Order No: \_\_\_\_\_ Sign: \_\_\_\_\_

**Additional Information**

**Where:**  
**Falkirk for Business**  
Newhouse Business Park  
Newhouse Road  
Grangemouth FK3 8LL  
T. 01324 665 500

**Cost:** £150 plus V.A.T.  
**Time:** 0930hrs - 1630hrs

I'd like to attend the process mapping and analysis one day workshop on the: (tick your preferred date)

**18th Feb. 2010 (Thurs)**       **16th Sept. 2010 (Thurs)**  
 **18th May 2010 (Tues)**       **9th Nov. 2010 (Tues)**

**Cancellation:** If you need to cancel your reservation, please have your cancellation in writing not less than 10 days before the workshop. We will give you a complete refund less a £15 administration fee. We regret that cancellations received after that date cannot be refunded; however we would welcome a substitution.

**Special Dietary Requirements:** (Please note this will be on a request basis depending on the availability and choice of your requirements. We will inform you in advance if this cannot be accommodated)



**VANGUARD  
Scotland Ltd**

Unit 38, Imex Business Centre, Dryden Road, Bilston Glen, Loanhead, EH20 9LZ  
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W: <http://www.vanguardscotland.co.uk>

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