

**Registration Form  
 Microsoft Office Excel 2010**

**Advanced User Programme**

(01<sup>st</sup> & 02<sup>nd</sup> July 2013, from 8.30 a.m. -5.00 p.m. at IT Training Division)

Title: Dr.  Mr.  Mrs.  Ms.

Name with Initials:

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Membership No: ..... Student No: ..... Non-Member [NIC No] .....

*(Note: It is compulsory to provide your Membership Number / Student Number and Non-Members should provide their NIC Number as the registration cannot be processed without this data)*

Designation: .....

Organisation: .....

Address: .....

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Phone: ..... Fax: ..... E-mail .....

**Investment:**

Per person for all 05 sessions (Members) Rs. 4000 /-

Per person for all 05 sessions (Non-Members) Rs. 5000 /-

Per person per session (Members) Rs. 1000 /-

Per person per session (Non-Members) Rs. 1500 /-

Paid Rs. .... Cheque No: ..... Date: .....

**Booking conditions**

1. Due to limited seating capacity we advice early registration and payment to avoid disappointment.
2. All reservations / registrations will be confirmed upon receiving payment. Request for registration without payment will be subjected to Institute approval.
3. Payments should be handed over to the CA Sri Lanka staff at the cashier's counter prior to the closing date: **Wednesday, 5 June 2013.**
4. Cancellations received 24 hours prior to the event will be refunded in full. No refunds will be made for cancellations received later than this.
5. Substitute delegates are welcome, but the Institute must be informed prior to the registration closing date.
6. Cheques should be drawn in favour of **“The Institute of Chartered Accountants of Sri Lanka”** – A/C Payee only).

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 Signature

**Inquiries**

Ajith Samaratunga / Kaushala Perera

The Institute of Chartered Accountants of Sri Lanka

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*(Registrations on a first come first served basis on or before Wednesday, 5 June 2013)*