



Request to arrange Maths Motivation Workshop

Length of workshop: (tick box) 2 days
 1 day
 Half day

Please fill in this form and fax to Dr Carolyn Nesor at 086 694 8092, for further information on which would best suit your needs. Fees will exclude travel and accommodation costs, if necessary, as well as handouts, if required.

Number of participants: Primary school learners (boxes to indicate numbers)
 Secondary school learners maths
 Secondary school learners maths literacy
 Teachers (maths and maths literacy)
 Other (please specify)

Preferred dates: (give three, please) _____

Terms & conditions:

1. Workshop outlines to be provided on request and are open to negotiation to suit the needs of the audience. For copyright reasons and for the protection of Siyakhanyisa Study Support Initiatives, detailed outlines will only be given in private conversations or correspondence.
2. Formal workshop outlines will be provided only after confirmation of booking, with the express proviso that they are not for distribution to parties not taking part in the workshop.
3. Copyright subsists in all presented material. Audiences are welcome to videotape and keep same videotape for their own use, as long as it remains within the school and is not distributed to rival companies.
4. Host may be requested to provide data projector or printouts.
5. Unless otherwise stipulated in writing, venue and refreshments to be provided by client.
6. Fifty percent payable on booking confirmation, once dates have been agreed.
7. Travel costs to be borne by client; if Siyakhanyisa is to make own travel arrangements, then this will be added to the deposit payable.
8. Only bookings received in writing from the client will be taken as confirmed and no dates can be held until such confirmation is received. The person who books the training with us warrants that they are authorised to do so on behalf of their company/organisation.
9. If a purchase order is required in order to facilitate payment, kindly forward the purchase order number to us with your booking. If no purchase order is received with your booking we will assume that this is not a requirement and will in no way affect the processing of payment on time. Your vat number should accompany any firm booking.
10. Siyakhanyisa Study Support Initiative cc reserves the right but is not obliged to impose cancellation/postponement fees according to the following schedule:
 - a. 15-21 days in advance 50%
 - b. 8-14 days in advance 75%
 - c. 7 days or less in advance 100%
11. Cancellations or postponements will only be considered if confirmed in writing from the same authorised person who placed the purchase order with us.
12. If a booking is postponed more than once it will be regarded as a cancellation.

Banking details: Siyakhanyisa Study Support Initiative, Nedbank Cresta, branch code 191305, cheque account no. 1913396835

I confirm that I have read and understood the above.

Signed: _____ Client company: _____

Date: _____

Contact details: Dr Carolyn Nesor ● Email: yesplease@confidencetransforms.com ● Cell: 082 229-3107
Tel: 011 476-8330 ● Incoming Fax: 086 694 8092 ● www.confidencetransforms.com