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| **EIPM OPEN COURSES SESSIONS – 2024** |

**REGISTRATION FORM**

Please fill-in this form (one per participant) and return it to Ms Natalia Savitcaia: natalia.savitcaia@eipm.org

**Participant information**

[ ]  Ms [ ]  Mr First name:  Last name:

Email:  Phone:

Job title:  Company:

Address:

City:  Postal Code:  Country:

Unique Course Fee: € 1 400 **\*** - Select your courses!

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| ***Topics*** | ***Courses*** | ***2024 1st session*** | ***2024 2nd session*** |
|  |  | Start date – End date |
| Category Strategy | Category Management | [ ]  05 – 19 Feb 2024 | [ ]  19 Aug – 2 Sep 2024 |
| Contract  | Contract & Contract Management | [ ]  06 – 13 May 2024 | [ ]  28 Oct – 04 Nov 2024 |
| Cost | Cost Analysis | [ ]  22 – 29 Apr 2024 | [ ]  14 – 21 Oct 2024 |
| Cost Management  | [ ]  26 Feb – 04 Mar 2024 | [ ]  09 – 16 Sep 2024 |
| Finance | Financial Risks | [ ]  21 – 27 May 2024 | [ ]  12 – 18 Nov 2024 |
| Innovation | Innovation | [ ]  11 Mar – 27 May 2024 | [ ]  23 Sep – 18 Nov 2024 |
| Leadership | Advanced Stakeholder Management | [ ]  03 – 17 Jun 2024 | [ ]  02 – 16 Dec 2024 |
| Leadership & Change in Procurement | [ ]  24 Jun – 01 Jul 2024 | [ ]  13 – 20 Jan 2025 |
| Transformation, Leadership & Strategy | [ ]  On demand | [ ]  On demand |
| Negotiation | Negotiation | [ ]  03 – 17 Jun 2024  | [ ]  25 Nov – 09 Dec 2024 |
| Soft Skills for Hard Negotiations | [ ]  08 – 22 Apr 2024 | [ ]  21 Oct – 04 Nov 2024 |
| Investment Project | Buying Investment Project | [ ]  18 Mar – 08 Apr 2024 | [ ]  04 – 18 Nov 2024 |
| Purchasing | Fundamentals of Purch.: Inside Purchasing | [ ]  12 Feb – 04 Mar 2024 | [ ]  19 Aug – 09 Sep 2024 |
| Fundamentals of Purch.: Outside Purchasing | [ ]  11 Mar – 15 Apr 2024 | [ ]  16 Sep – 07 Oct 2024 |
| People, Process & Performance | [ ]  On demand | [ ]  On demand |
| Fifth Generation Purchasing | [ ] On demand | [ ] On demand |
| Risk | Risk Management | [ ]  18 Mar – 02 Apr 2024 | [ ]  30 Sep – 07 Oct 2024 |
| Supply Chain | Decoding Supply Chains | [ ]  15 Apr – 06 May 2024 | [ ]  25 Nov – 16 Dec 2024 |
| SRM | Supplier Relationship Management | [ ]  29 Apr – 13 May 2024 | [ ]  12 – 25 Nov 2024 |
| Sustainability | Decarbonising Supply Chains | [ ]  19 – 26 Feb 2024 | [ ]  16 – 30 Sep 2024 |
| Sustainability | [ ]  2 Apr 2024 (Full day) | [ ]  14 – 21 Oct 2024 |
|  |  |  |  |
| The courses are available 15 days before the start dates and 15 days after the end dates mentioned in this table. |

\**:* ***Prices are displayed free of VAT****.*

***Taxes will be applied according to the official regulations depending on your fiscal residence.***

Invoicing information

Company / Organisation to be invoiced:

Invoicing department contact:  Phone number:

Invoicing address:

City:  Postal Code:  Country:

Purchase Order number (if requested):  European VAT number:

**How do you wish to make the payment?**



[ ]  **Credit Card Credit Card type**:[ ]  [ ]  [ ]  (Diners card not accepted)

**Credit card number:     /    /    /** Security code:  Expiration date:

**Card holder name:      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

[ ]  **Bank Transfer**

**Bank transfer in Euros (€) payable to**

SAS EUROPEAN INSTITUTE OF PURCHASING MANAGEMENT

Bank: Crédit Agricole des Savoie – 2, Place de la Libération BP95 – 74160 SAINT JULIEN EN GENEVOIS – France

IBAN: FR76 1810 6000 3434 1626 7405 008 – SWIFT Code: AGRIFRPP881 – European VAT number: FR 913 930 946 28

**IMPORTANT: Please specify the Invoice number when making the transfer.**

Payment terms

* Once the invoice is issued, the Company/participant is contractually obligated to pay the fee upon receipt of the invoice.
* Please note that, to be admitted, all fees are due and fully payable before the starting date of a course.

Cancellation / postponement policies

* Cancellations are accepted in writing up to 15 business days, prior to the scheduled course date. 50% of the course fees are refundable. After that date, the full course fee is payable.
* If you cannot attend the scheduled course, we can postpone your attendance, or we can accept a substitute participant. No fee is applied for postponements or replacement of a participant.
* Under exceptional circumstances, EIPM reserves the right to postpone a course to an alternative date.

General terms

* Travel, meals and accommodation expenses are not included in the training cost.
* The entire course material is provided under electronic format on the EIPM learning platform. Complementary training material is distributed to participants during the training session, together with a welcome kit.

Agreement

[ ]  *I hereby confirm that I agree with the above terms and conditions.*

 *Date*: Click to enter a date

 *Signature:*