



**SPLICE TRAINING – PAYMENT, POLICIES AND PROCEDURES**

**2016 COSTS FOR THE SPLICE TRAINING COURSE**

<b>Course Fee</b>	R7,720
<b>Course Fee (staff of CMA member companies only)*</b>	R5,940
<b>Candidate Substitution Fee</b>	R 650
<b>Postponement to a later course</b>	R 700

**Invoicing and Payment:** Upon acceptance for registration, invoices are sent to the address indicated by the Applicant. **Course fees are required to be paid in full 14 days in advance, in South African Rands, unless alternative arrangements have been made with the CMA financial manager.** The CMA reserves the right to cancel a course if the minimum number of candidates is not achieved. Cancellation, substitution and late booking fees are applicable. An additional fee is charged for re-writing the examination.

Payments may be made by EFT to the bank, in which case a fax copy of deposit slip to 086 655 0315 is essential.

<b>BANK DEPOSITS / TRANSFER.</b> <i>Please use your company name as a reference</i>		
<b>Bank:</b> Nedbank	<b>Acc Type:</b> Current	<b>Acc Name:</b> Conveyor Manufacturers Association of SA Ltd
<b>Branch:</b> Epsom Downs	<b>Branch Code:</b> 152-205	<b>Acc No.:</b> 1522 059865

***IMPORTANT: Payment must be received 14 days before the commencement of the course in order to secure a place. Until then the booking is only provisional. Cancellation and substitution fees apply.***

CMA is not registered for V.A.T.

Bank details will also appear on your invoice.

**Cancellation**

Should you need to cancel for any reason, you must notify us in writing. A delegate may nominate a substitute to attend the certificate course, provided they meet the attendance criteria.

An administration fee will be charged for cancellations.

The CMA reserves the right to cancel the course if the minimum number of candidates is not achieved. A minimum of 12 candidates is required for each course. A maximum limit of 16 candidates per course has been set to ensure that the syllabus is adequately covered within the time restraints.

Cancellation, substitution and late booking fees are applicable.

**CMA member subsidy:** The CMA subsidises candidates attending the course who are currently employed by a CMA member company. Conditions apply.