



In partnership with the  
INTERNATIONAL ETIQUETTE & PROTOCOL ACADEMY OF LONDON

## International Protocol & Diplomacy Consultant Training & Certification

### Registration Form and Trainee Profile

London, England, United Kingdom  
20<sup>th</sup> – 24<sup>th</sup> April 2020  
19<sup>th</sup> – 23<sup>rd</sup> October 2020

First Name \_\_\_\_\_

Last Name \_\_\_\_\_

Nationality \_\_\_\_\_ Age \_\_\_\_\_

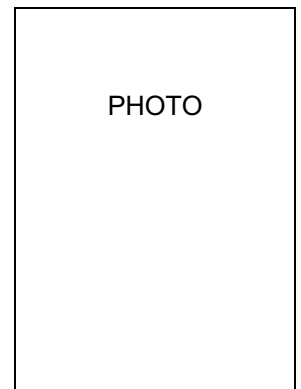
Mailing Address \_\_\_\_\_

Mailing Address \_\_\_\_\_

Country \_\_\_\_\_ Postal Code \_\_\_\_\_

Telephone \_\_\_\_\_ Mobile \_\_\_\_\_

Email Address \_\_\_\_\_



Company or Organisation \_\_\_\_\_

Career or Volunteer Field \_\_\_\_\_

Person to contact in case of an emergency \_\_\_\_\_

- I have read, understand and accept the Terms and Conditions set forth by International Etiquette & Protocol Academy of London. I fully understand that the materials and observations accorded during my training are uniquely for my sole usage and as such, they are non-transferable to any third party, whether certified or not. I agree to not film or record any portion of the programme. I also understand that payment is non-refundable; however, should an urgent matter arise, I may defer my participation to another programme and date.

Signature \_\_\_\_\_

**Investment (London):** £5,595.00 (GBP) plus VAT at 20%

- Enclosed is the total payment in the amount of £6,714.00
- Enclosed is a deposit in the amount of £3,357.00 (The balance is due six (6) weeks prior to your selected training date.)
- Returning consultants only:** Less 10% - Enclosed is total payment in the amount of £5,035.50

\* You may be eligible to receive a refund for VAT. Please check with your accountant directly.

\* Training may be eligible for a tax write-off for continuing education. Please check with your accountant directly.

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Do you have any **dietary restrictions**? No. Yes. If yes, please state them here.

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Please print your name below, in capital letters, **as you wish it to appear on your Certificate**.

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For what territory are you registering? (Country ) \_\_\_\_\_

How did you hear about Minding Manners/International Etiquette & Protocol Academy of London?

Recommendation/Word of mouth

Diplomacy Magazine

LinkedIn

Facebook

Google or another internet browser

Other (please specify) \_\_\_\_\_

**Training Dates 2020 (please tick your preferred month):**

20<sup>th</sup> through 24<sup>th</sup> **April** 2020

19<sup>th</sup> through 23<sup>rd</sup> **October** 2020

**Method of Payment:**

Upon receipt of the completed Registration Form, an invoice will be forwarded to enable payment to be made via bank transfer. All other payment forms will incur a 5% administration fee (including cash, cheques, credit and debit card payments).

Please list your surname as the reference on your payment.

Office Use Only: Registration received \_\_\_\_\_ Payment received \_\_\_\_\_

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### Please Return To:

Ms Christine Pearce  
International Business Director

**Email:** cpearce@mindingmanners.com

**Telephone:** +44 (0)20 7938 2094

### Postal Address:

International Etiquette & Protocol Academy of London  
Suite 81, 272 Kensington High Street  
Kensington, London W8 6ND  
England, United Kingdom

### TRAINEE PROFILE

Please provide a brief C.V. (resumé) of relevant career and/or life experiences so that we may get to know you better.

Please list any other protocol training, etiquette training, international relations experience or related credentials? \_\_\_\_\_

Do you have any teaching or training facilitator experience?  Yes  No

Have you ever participated in cross-cultural awareness training?  Yes  No

What strengths or special skills do you currently have that will benefit you in your career as a protocol and diplomacy consultant? \_\_\_\_\_

What special skills do you wish to nurture over the next few years? \_\_\_\_\_

What are your personal business strengths? \_\_\_\_\_

Please list any etiquette books that you have read recently. \_\_\_\_\_

Would you like to share anything else with us before the training session? \_\_\_\_\_

*Thank you!*

We very much look forward to welcoming you soon.