



A DIVISION OF
International Etiquette and
Protocol Academy of London

International Protocol & Diplomacy Consultant Training & Certification 2023

Registration Form and Trainee Profile

London, England, United Kingdom

22nd – 26th May 2023

6th – 10th November 2023

First Name _____

Last Name _____

Last five (5) characters of your Passport Number _____

Nationality _____ Date of Birth (day/month) _____

Postal Address _____

Postal Address _____

Country _____ Postal Code _____

Telephone _____ Mobile _____

Email Address _____

Company, School or Organisation _____

Career or Volunteer Field _____

Person to contact in case of an emergency _____

PHOTO

- I have read, understand and accept the Terms and Conditions set forth by International Etiquette and Protocol Academy of London Ltd. 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.
- I have read the Privacy Policy at www.iepalondon.com. I agree to the terms and give International Etiquette and Protocol Ltd consent to collect, use, store and share my personal information as outlined.

Signature _____

INTERNATIONAL ETIQUETTE AND PROTOCOL ACADEMY OF LONDON LTD
REGISTERED IN ENGLAND AND WALES. COMPANY NUMBER: 09869223.
REGISTERED ADDRESS: SUITE 81, 272 KENSINGTON HIGH STREET, LONDON W8 6ND, ENGLAND, UNITED KINGDOM

International Protocol & Diplomacy Consultant Training & Certification

Investment (London): £5,595.00* (GBP)

- Enclosed is the total payment in the amount of £5,595.00*
- Enclosed is a deposit in the amount of £2,797.50* (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*

* Applicable sales tax will be added, e.g. VAT.

** 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. Check with your accountant.

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

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

For what territory are you registering? (Country) _____

How did you hear about us?

- Recommendation/Word of mouth
- Embassy Magazine
- PDI - POA
- LinkedIn
- Google or another internet browser
- Other (please specify) _____

Training Dates 2023 (please tick your preferred month)

- | |
|--|
| <input type="checkbox"/> 22 nd through 26 th May 2023 |
| <input type="checkbox"/> 6 th through 10 th November 2023 |

Method of Payment

Upon receipt of the completed Registration Form, an invoice will be forwarded to enable payment to be made via bank transfer.

Please list your surname as the reference on your payment.

Office Use Only: Registration received _____ Payment received _____

International Protocol and Diplomacy Consultant Training & Certification

Please Return To

Brooke Pascale
Training & Programme Coordinator

Email bpascale@mindingmanners.com

Telephone +44 (0)20 393 00877

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 or protocol 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.