



Booking Form for Certificate in International Public Financial Management

Course Dates:

Financial Accounting Module: 30-31 August, 20-21 September, 18-19 October and 22 November 2021

Management Accounting Module: 6-7 September, 4-5 October, 1-2 November and 15 November 2021

Participant Name:

Grade/Title:

Organisation:

Address for Correspondence:

Telephone:

Email:

Send invoice to:

Address for invoice:

Purchase Order Number (if applicable):

Name of Authorising Officer:

Date:

Where did you hear about the Course?

- ☐ IPA Mailshot or Email
 ☐ IPA Website
 ☐ Brochure
 ☐ Training Officer
 ☐ Colleague
 ☐ Other (please specify) _____

Cancellation Policy: Please note that, in the event of a cancellation less than 48 hours before the commencement of this course/seminar, a 15% cancellation fee will be charged. Cancellation fee will also apply to non-arrivals on the day.

The IPA would like to contact you from time to time with details of future relevant events such as seminars and conferences. Please tick this box if you would like to be kept informed of such events. ☐

Any Special Requirements:

ALL BOOKINGS MUST BE RECEIVED IN WRITING

To confirm your place, please return your completed form by email to:

Central Bookings Office

Training and Development Division

Institute of Public Administration

57-61 Lansdowne Road, Dublin D04 TC62

Tel: (01) 240 3666 | Fax: (01) 668 9135

Email: training@ipa.ie | Web: www.ipa.ie