|  |
| --- |
| **“CORE”** |
| **2nd – 6th October, 2012****Kathmandu, Nepal**  |
| **Personal Details** |
| Full Name (Mr/Ms) |  | Email |  |
| Mailing Address  |  | Position/Designation |  |
| Company/Organization |  |
| Contact No. |  |  |  |
| Experience Relevant to Course: | Organisation | Location | Position/Work | Duration |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |
| **Only for non-Indian Nationals** |
| Passport Details |  | Nationality |  |
| Date of Issue and Expiry |  | Place of Issue |  |

**Please find some time to answer these questions.**

1. Do you have a background or qualifications in the training subject or related fields?
2. Do you have experience of working on development issues with communities, governments, NGOs, UN Bodies, others? If yes, can you please highlight some of these experiences?
3. Please elaborate if you have specific experience of working in disasters.
4. How did you hear about RedR India?

|  |  |
| --- | --- |
| **RedR India bank details for Bank Transfer** | **Mode of Payment** |
| Bank Account name: RedR India DOM Bank account no: 11010459700 Swift: SBININBB218IFS Code : SBIN0009061Bank Name: State Bank of India Bank Address: SBI, Paud Road Branch, Kothrud, Pune-411038, Maharashtra, India |  (Please Specify the details below)* Bank Transfer
* Cash
* Cheque
* Demand Draft
 |
| **Details:** |
| **Note** | **Course Fee** |
| * Registration on a course is subject to receipt of fee payment.
* \*Fees include tuition, accommodation and all meals.
* \*\*Fees include tuition, lunch, morning and evening refreshments.
* Accommodation will be on twin-share basis.
* Incomplete registration forms will not be accepted.
 | **Residential Course Fee –****USD 650** For Residential participants\* |
| **Non-residential Course Fee –** **USD 375**For Non-residential participants\*\* |
| **Donor/ Supporter Participants : $ 850 per person**Name of the supporting organization can be included in the course announcement, on the website and other publicity material. |
|  |

**RedR India Training Cancellation Policy**

**Event Cancelled by RedR India:**

RedR India may be forced to cancel an event due to large scale natural calamities or other sudden/unforeseen circumstances which would make the event non-viable. RedR India reserves the right to reschedule or cancel training courses due to inadequate enrolment. If RedR India cancels the training event, all efforts will be made to provide sufficient notice (ideally not less than 2 weeks) and paid registered participants will be given a full refund. Cancellation costs of any associated travel reservations (airfare, hotel, car rental etc.) and/or indirect expenses will not be borne by RedR India.

**Cancellation by a Registered Participant:**

Cancellations received without sufficient notice or those who are a no-show are not entitled to a refund. Individual registered participants must cancel their paid registration by 1700 hrs fourteen calendar days prior to an event to qualify for full refund.

* If a confirmed seat is cancelled within 14 to 8 calendar days before the scheduled event cancellation charges will be 20% of the total course fee received by RedR India.
* If a confirmed seat is cancelled within 7 to 3 calendar days before the scheduled event cancellation charges will be 33 % of the total course fee received by RedR India.
* If cancellations are made in the last 48 hours prior to a training only 50% of the course fee received will be refunded.

Any exceptions to this policy will be at the sole discretion of RedR India and requests for refund must be received prior to the end of the event.

**Notification of Cancellation:**

Cancellation must be received in writing (by email) at info@redrindia.org or training@redrindia.org

If you are unable to cancel your registration via email, you will need to contact the Administration Officer over telephone at **+91-20-25474430** or **+91-20-32912532** (on working days from 0930 hrs to 1700 hrs). The cancellation will be documented and an email will be sent immediately.

**RedR India**

**"Samrudhi" Bungalow No.1, A Wing, AJ Classics Condominium,**

**Survey No.2/3A, Hingne, Karve Nagar, Pune 411052,**

**Maharashtra, India Phone: +91-20-25474430, +91-20-32912532**

**Website:** [**www.redr.org.in**](http://www.redr.org.in)

***You can also write to us at:*** ***info@redrindia.org***