



# DELEGATE BOOKING FORM

## Delegate information

Please copy this form if you need to use it for more than one person.  
Remember to book early to avoid disappointment, by email:  
[ado.dns@dial.pipex.com](mailto:ado.dns@dial.pipex.com).

|  |  |
|--|--|
| <b>Full Name and Title</b>               |  |
| <b>Job Title</b>                         |  |
| <b>Department</b>                        |  |
| <b>Organisation</b>                      |  |
| <b>Full Address<br/>(correspondence)</b> |  |
| <b>Telephone no.</b>                     |  |
| <b>Fax</b>                               |  |
| <b>Mobile</b>                            |  |
| <b>Email</b>                             |  |
| <b>Website</b>                           |  |
| <b>How did you find is information?</b>  |  |
|  |  |

## Delegate requirements

| Courses                    | I Am Interested In: (put an "x" in) |
|----------------------------|-------------------------------------|
| Wings2Fly                  |                                     |
| SuperReading               |                                     |
| Chrysalis Goal Achievement |                                     |
| Remembering Names          |                                     |
| Getting Organised          |                                     |
| Networking Skills          |                                     |
| Persuading & Influencing   |                                     |
| Report Writing             |                                     |
| Presentation Skills        |                                     |
| How to Visualize Success   |                                     |
| Effective Communication    |                                     |

|                                  |
|----------------------------------|
| <b>Do you have any QUESTIONS</b> |
|                                  |

The information should be sent via e-mail to [ado.dns@dial.pipex.com](mailto:ado.dns@dial.pipex.com)  
Telephone: 0207 207 3911

Please state in the subject line of your email the "ADO and Alchemy Training Booking Form"