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| **ETUI course on Gender pay transparence – a trade union priority****Enrolment form** |

**Please return to ETUI: Carine Boon, cboon@etui.org by 28 February 2020**

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| Dates: 12-13 March 2020 (arrival is Wednesday 11)Venue: Brussels, BelgiumCourse reference: **1952-028** |

First name: (not just initials, please) Ms/Mr

Family name:

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| Organisation (in your own language) and in abbreviation:Trade union function and current responsibilities:Address (work):Telephone (work):E-mail:Organisation’s web site: Billing address and email of your finance department (invoice for inscription fee):***It’s important to give us the correct address where to send the invoice to, in order to avoid sending out reminders and paying penalties*** |

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| **Languages spoken FLUENTLY / Mother tongue** | **Languages understood** |
| Please indicate your mother tongue AND other languages you can speak  | Please indicate what languages you can ONLY understand |

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| **Please describe your training responsibilities in your trade union:** |

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| **Accommodation**: **MAY WE ASK TO FILL OUT CORRECT DATES FOR YOUR ACCOMMODATION** in order to avoid unnecessary costs. Accommodation in single room will be booked from 11 to 13 March **Extra nights (before/after the training), double rooms will not be booked nor paid by ETUI.** |

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| NOYES check-in date: check-out date:Dinner 11 March YES NODinner 12 March YES NO |

Payment of registration

A direct monetary contribution (enrolment fees) to ETUI Education activity is required per organisation/per participant/per working day. Participation fees vary depending on which group your country is from. Please see tables in the invitation letter.

Participation fees for this course are:

* For group I: 120€ (2 days@60€)
* For group II: 48€ (2 days@24€)
* For group III: 30€ (2 days@15€)

An invoice will be sent to the address (billing address) as mentioned in the enrolment form.

**Please note that in case of cancellation of participation 5 working days before the beginning of the course, no refund shall be granted (the total amount – 120€/48€/30€ - will be invoiced) and expenses incurred with hotel reservation will have to be reimbursed by organisations.**

It is essential that you mention in your payment order the number of the invoice and customer reference number.

ETUI respects your privacy. We collect personal data from you only. This includes identity data (your full name, organisation/employer and address, experience related to the course, email address, billing address, phone number, nationality, languages spoken). These will be used solely for the education course that you have requested to enrol to with ETUI. For more information, please read carefully our online page on ETUI website. <https://www.etui.org/Training/About-ETUI-Education/ETUI-respects-your-privacy>.

We kindly ask you to fill out the following form by *ticking the appropriate box*:

NO

YES  I [name] provide my consent on [Date]

NO 

YES  I [name] agree that my personal contact details (e-mail and telephone number) will be shared with all participants and organisers of this training [Date]

NO 

YES  I [name] agree that photos or videos are taken by ETUI staff during the training are shared with participants and tutors, for the purpose of the training.

ETUI is continuously working on our data privacy policies, to offer you the best protection

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| Date | Signature |