

SECRETARIAT ADDRESS: c/o The Jamaican Institute of Architects 2a Caledonia Avenue, Kingston 5, Jamaica W.I.

## asapm Project Management

Professional Qualification & ACSAC Certificate in Project Management

ACSAC under contract with JC Consultancy

**10<sup>th</sup> to 14<sup>th</sup> December, 2007, Commonwealth of Dominica**

### Booking Information

Delegate Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Company Name: \_\_\_\_\_ Fax: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

\_\_\_\_\_  
Company  
Contact: \_\_\_\_\_

Post Code: \_\_\_\_\_

- Option 1** – Architects who are paid members of **ACSAC member institutes / USD \$2,000.00.** Any additional costs of a wire transfer must be borne by the sender to ensure that ACSAC in fact receives \$2,000.00 and not less.
- Option 2** – **All others / USD \$2,500.00.** Any additional costs of a wire transfer must be borne by the sender to ensure that ACSAC in fact receives \$2,500.00 and not less.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**Payment Currency in US Dollars** made payable to the Association of Commonwealth Societies of Architects in the Caribbean (ACSAC) via:

- Cash, bank cheque or draft for registrations in Jamaica, or
- Wire Transfer

### Payable To:

Account Holder: **ACSAC**  
Account Number: 00625731-64  
Bank & Address: First Caribbean Bank, Half Way Tree Branch, Kingston, Jamaica  
Swift Code: FCIBJMKN

In case required by your financial institution, further wiring instructions are as follows:

INSTRUCTIONS TO: WACHOVIA BANK NEW YORK  
SWIFT CODE: PNBPU3NNYC  
ABA CODE: 026005092  
FOR CREDIT: FIRST CARIBBEAN INTERNATIONAL BANK (JAMAICA) LTD  
SWIFT CODE: FCIBJMKN  
ACCOUNT NO: 2000191002397  
For further credit to: ACSAC / Account No.: 00625731-64

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#### MEMBERS:

ANTIGUA & BARBUDA INSTITUTE OF ARCHITECTS  
BARBADOS INSTITUTE OF ARCHITECTS  
GUYANA ASSOCIATION OF ARCHITECTS  
INSTITUTE OF BAHAMIAN ARCHITECTS  
JAMAICAN INSTITUTE OF ARCHITECTS

ST. VINCENT & THE GRENADINES INSTITUTE OF ARCHITECTS  
TRINIDAD & TOBAGO INSTITUTE OF ARCHITECTS  
ASSOCIATES:  
ST.LUCIA INSTITUTE OF ARCHITECTS

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## Additional Information (RIBA/ACSAC Members Only)

Please note the criteria below is only required for Architects with RIBA, and/or ACSAC Members who require the ACSAC Certificate in PM.

Name of ACSAC member institute: \_\_\_\_\_

Membership No.: \_\_\_\_\_

Date of Issue: \_\_\_\_\_

I confirm that I have read the accompanying course outline. I confirm my eligibility as follows:

- RIBA/AIA criteria: 4 years experience, including RIBA Part II or AIA equivalent.
- I am taking this course in advance of the above, i.e. before accumulating the degree of experience required by APM or RIBA/AIA
- I understand I will only receive the formal award of the ACSAC Certificate upon completion of the experience element of the requirements.

Details of Experience & Qualifications:

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**Once completed, please send this booking form to:**

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The President, Dominica Society of Architects, Arch. Maurice Agar,  
Tel.: +1 767.448.2282  
Fax: +1 767.440.3433; (Please note on the fax: 'For Attention - DSA President Maurice Agar')  
You may also scan this registration form and submit via email to:  
email: [agarm@cwdom.dm](mailto:agarm@cwdom.dm)

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**Payment Terms & Conditions:** Payment in full is required at the time of booking. Acknowledgement will be issued within 7 days with full joining instructions being issued 2 weeks prior to course commencement. Places are strictly limited.

### Booking Terms & Conditions:

This course is run on behalf of the Dominica Society of Architects by JC Consultancy and in association with ACSAC.

### Cancellation Policy:

Cancellation by customer before 24<sup>th</sup> October, 2007  
25<sup>th</sup> October to 14<sup>th</sup> November, 2007

= full refund.  
= nil refund unless place is re-filled (whereupon 90% refund will be made).  
= full refund

Cancellation by JC Consultancy/ACSAC

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