

Please FAX completed form to Numara Software Professional Services to 813.227.4501

Five-day Numara FootPrints Administrator Training

This combined offering includes our three-day Numara FootPrints Essential Administrator Class and two-day advanced Administrator Class. You'll not only learn about the features in Numara FootPrints 7.5, but also gain a deep understanding of more technical topics such as advanced workflows including change management, the database and XML interface, the dynamic SQL link, advanced reporting, troubleshooting and migration. You may choose to take both the Numara FootPrints Essential Administrator and Numara FootPrints Advanced Administrator class together, or you can take them separately.

Five-day Numara FootPrints Administrator and Service Desk Best Practices Training

This combined offering includes our three-day Numara FootPrints Essential Administrator class and two-day Service Desk Best Practices using Numara FootPrints workshop. In addition to learning about the features in Numara FootPrints 7.5, you'll also learn about the processes based on best practices in the support center industry (i.e., HDI and ITIL) and how they can be mapped into Numara FootPrints. You may choose to take both the Numara FootPrints Essential Administrator and Service Desk Best Practices using Numara FootPrints workshop together, or you can take them separately.

REGISTRATION INFORMATION

Company: _____

Address: _____

City, ST, ZIP: _____

Class Date: _____

ATTENDEE(S)

Name: _____

Email Address: _____

Phone Number: _____

Name: _____

Email Address: _____

Phone Number: _____

Name: _____

Email Address: _____

Phone Number: _____

Pricing

Numara FootPrints Essential & Advanced Administrator Training

Pre-requisite for the Advanced Administrator class is the Essential Administrator class.

5-Day Essential & Advanced Administrator Training	\$3,600
3-Day Essential Administrator Class	\$2,200
2-Day Advanced Administrator Class	\$1,600

Numara FootPrints Essential Administrator & Service Desk Best Practices Training

Pre-requisite for the Service Desk Best Practices workshop is the Essential Administrator class.

5-Day Essential Administrator & Service Desk Best Practices	\$3,600
3-Day Essential Administrator Class	\$2,200
2-Day Service Desk Best Practices workshop	\$1,600

PAYMENT

Payment options include purchase order, credit card (American Express, Visa, or MasterCard) or company check.

Number of Attendees: _____

Insert Your Total Cost: _____

CHECK METHOD OF PAYMENT:

Purchase Order Number: _____

Credit Card Type: _____

Account Number: _____

Name on the Card: _____

Expiration Date on Card: _____

Company Check (Indicates that you will send a company check)

Numara Software Training Terms and Conditions

Classroom seating is limited. Your seat is reserved for the class indicated and will be confirmed upon receipt of a guaranteed form of payment. You are not guaranteed a seat until we have received one of the following guaranteed forms of payment:

- signed copy of your quote provided by your sales representative
- fax copy of your corporate purchase order
- credit card information
- fax copy of your corporate check prior to mailing it to us

Our instructors cannot accept payment. Upon receipt of one of the forms of payment, you will receive an e-mail confirmation. It is recommended that you do not make travel arrangements until you have received your e-mail confirmation.

E-mail: training@numarasoftware.com

Mailing address:

Numara Software, Inc.
2202 N. West Shore Blvd.
Suite 650
Tampa, FL 33607

Numara Software Training Cancellation Policy:

Classes are subject to cancellation at any time. If we cancel a class, all fees paid will be credited to a future class or refunded upon request. You may change the person attending at any time (please provide us notice of the new student's name). You may cancel and receive a full refund up to 10 business days prior to the start of your class. Within 10 business days, refunds will only be provided if your seat can be successfully refilled. If you must reschedule to another class, these same cancellation rules still apply. You may postpone attendance one time and reschedule to the same class held within 6 months. If you reschedule 10 days or less prior to your original class and we are unable to refill your initial seat, you will be charged a 50% fee for the initial seat. The remaining 50% will be credited toward the cost of a future rescheduled session.

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