



## nCore Design Training Request Form - On-Site Training Canada or USA

Please fill out this form and fax it to the Training Coordinator at +81-3-4496-4620 or return via email to [training@ncoredesign.com](mailto:training@ncoredesign.com). If you are requesting more than one course, use a separate form for each one if necessary.

You will be contacted within 10 workdays upon the submission of this form.

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

Your Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax: \_\_\_\_\_

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

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

City: \_\_\_\_\_ Province/State: \_\_\_\_\_

Postal Code / ZIP: \_\_\_\_\_ Country: \_\_\_\_\_

Name of Training Course: \_\_\_\_\_

Purchase Order Number: \_\_\_\_\_ (if applicable)

Requested dates:

Preference 1: \_\_\_\_\_ to \_\_\_\_\_ (mm/dd/yyyy)

Preference 2: \_\_\_\_\_ to \_\_\_\_\_ (mm/dd/yyyy)

Preference 3: \_\_\_\_\_ to \_\_\_\_\_ (mm/dd/yyyy)

**Note:** The instructor will require one full business day before the start day to configure any equipment and/or software necessary for the course.

Address where Training Manuals and Training Kit will be shipped:  Same as above

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

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

City: \_\_\_\_\_ Province/State: \_\_\_\_\_

Postal Code / ZIP: \_\_\_\_\_ Country: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Tel. \_\_\_\_\_

Address where the training will be held:  Same as above

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

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

City: \_\_\_\_\_ Province/State: \_\_\_\_\_

Postal Code / ZIP: \_\_\_\_\_ Country: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Tel. \_\_\_\_\_

**Please select one of the following:**

The location of the training site is correctly shown when its address is entered in <http://www.mapquest.com> or <http://maps.google.com>

I will provide a map (sketch) with directions on how to get to the training site from the hotel selected by the instructor.

**You will also be required to:**

•Provide us with the list of students so that the instructor can prepare the training certificates and check the validity of students participation under U.S. government export licensing ahead of the training course. If you already have this information available, please fax it along with this form.

•Recommend a hotel(s) that is fairly close to the location where the training will be held, if requested by the instructor.