



TRAINING REGISTRATION

iMANAGE 8.5 SYSTEM ADMINISTRATOR UPGRADE COURSE

Complete one registration form per student. Fax completed form to 905.420.1630 or email training@rbrosolutions.com. Please make cheque payable to RBRO Solutions Inc.

Student Name:	Class Date(s):
Position/Title:	Bus No.:
Email:	Fax No.:
Company Name:	Industry: (i.e., legal, banking, manufacturing, etc.)
Street Address:	City:
Province/State:	Postal/Zip:

Student’s current experience with a Document Management System (DMS):

Is your company currently on a DMS? If no, when is approximate date of purchase?

Other Firm Initiatives: (5 = High Priority)

	1	2	3	4	5
• Content Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Knowledge Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Records Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Business Continuity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Client Extranet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Terms	Quantity	Code Description	Regular Fee
*Due 10 days prior to class commencement.	1 Student	iManage System Administrator Upgrade (2 days)	\$1500.00

NOTE: All applicable taxes to be applied at the time of invoicing.

P.O. No.: **Authorized Signature: x**

- To ensure a seat in the class, full payment must be received 10 business days prior to the class commencing.
- In order to cancel or reschedule training, written notice is required 10 business days prior to class commencing.
- If less than 10 business days notice is provided, 50% of the fee will be reimbursed.
- If notice is not given, no reimbursement will be provided.
- RBRO has the right to cancel within 10 business days of class starting.