



## SAP Preferred Card enrolment form (UK excl. EI RE)

Company Details	
Company name: _____	Authorising manager: _____
Company address: _____	Role title: _____
_____	e-mail address: _____
_____	Phone number: _____
VAT number: _____	Fax number: _____

Minimum commitment	
Please tick your type of Preferred Card	Bonus <input type="checkbox"/>
£Value of commitment <input type="text" value="£"/>	%rate of bonus <input type="text"/>
£Value of invoice <input type="text" value="£"/>	<i>(equiv to £value of commitment if bonus)</i>
Points to be allocated <input type="text"/>	<i>(equiv to £value plus % rate of bonus)</i>

Invoice Details	
PO number: _____	Invoice recipient: _____
Customer number: _____	Role title: _____
Contact number: _____	Invoice address: _____
	<i>(accounts payable)</i>
	_____
	_____

Administration Details			
<b>Who is responsible for registrations against the SAP Preferred Card? (pls nominate a primary contact)</b>			
Contact name:	<input type="text"/>	Role title:	<input type="text"/>
e-mail address:	<input type="text"/>	Phone number:	<input type="text"/>
Fax number:	<input type="text"/>		

<b>Signatures:</b> <i>In signing this enrolment form, the Customer signifies that they have read, understood and accepted SAP (UK) Limited's "Terms and Conditions of SAP Preferred Card" attached to this form. Copies of the "Terms and Conditions of SAP Preferred Card" can be found at <a href="http://www.sap.com/uk/education">www.sap.com/uk/education</a>.</i>			
<b>Customer Authorised Signatory</b>		<b>SAP Authorised Signatory</b>	
<input type="text"/>	Date: <input type="text"/>	<input type="text"/>	Date: <input type="text"/>
SAP Education Consultant: _____			

**SAP (UK) LIMITED –SAP TRAINING COURSES IN THE UK (EXCLUDING EIRE)  
TERMS AND CONDITIONS OF SAP PREFERRED CARD**

1. In these Conditions, the following expressions shall have the meanings set opposite them, unless the context otherwise requires:
  - (a) **'Bonus'**: the bonus described in clause 2.
  - (b) **'Conditions'**: the terms and conditions set out in this Agreement.
  - (c) **'Contract Term'**: the term of this Agreement, as specified in clause 2.
  - (d) **'Customer'**: the person so described in the Enrolment Form.
  - (e) **'Education Services'**: collectively, all SAP training courses and services provided in the United Kingdom and listed in the then current published SAP Training Catalogue (whether in print or on SAP's web site) and any customer-specific non-scheduled courses (but excluding any knowledge transfer consulting services or end user training courses) provided to Customer by SAP .
  - (f) **'Effective Date'**: the date specified in the Enrolment Form as the date upon which Customer's SAP Preferred Card is to become effective or the date upon which SAP receives the SAP Preferred Card Fees, whichever is later.
  - (g) **'Enrolment Form'**: the SAP Preferred Card enrolment form completed and submitted by Customer for participation in the SAP Preferred Card scheme herein described.
  - (h) **'Minimum Commitment'**: the amount specified by Customer in the Enrolment Form as the minimum amount to be spent by the Customer on Education Services during the Contract Term, as described in clause 2.
  - (i) **'Points'**: the points credited to Customer's SAP Preferred Card account, each representing £1 of Customer's SAP Preferred Card Value. These Points are then called off against every Customer registration for chargeable Education Service(s).
  - (j) **'SAP'**: SAP (UK) Limited of Clockhouse Place, Bedfont Road, Feltham, Middlesex, TW14 8HD
  - (k) **'SAP Preferred Card'**: an SAP Preferred Card issued in accordance with these Conditions.
  - (l) **'SAP Preferred Card Fees'**: the Minimum Commitment plus VAT at the rate then prevailing.
  - (m) **'SAP Preferred Card Validity Period'**: the period during which Customer's SAP Preferred Card is valid, being the period from the Effective Date up to the earlier of (i) the first anniversary of the Effective Date and (ii) the date that the balance of Points on such card is reduced to zero.
  - (n) **'SAP Preferred Card Value'**: the value of Customer's Minimum Commitment plus Bonus.
  - (o) **'SAP Training Conditions'**: the SAP (UK) Limited Terms and Conditions of Participation on SAP Training Courses, a copy of which Customer acknowledges it has received, understood and accepted. Additional copies of these Conditions and the SAP Training Conditions are available on request.
  
2. In order to benefit from the SAP Preferred Card scheme and from a Bonus, Customer must commit to a minimum spend on Education Services during the period of **12 months** duration of the SAP Preferred Card. Details of the current minimum spend and the current levels of Bonus are available from SAP on request. The applicable Bonus will then be set out in the Enrolment Form.
  
3. Customer agrees that its Minimum Commitment during the Contract Term is as set out in its Enrolment Form.

4. Customer must submit to SAP a purchase order for the full amount of the SAP Preferred Card Fees at the same time as it returns to SAP a signed copy of the Enrolment Form.
5. Upon receipt of Customer's signed Enrolment Form and purchase order, Customer will be invoiced for the SAP Preferred Card Fees. All invoices are payable within 30 days of the date of invoice. The Customer acknowledges that the Customer's SAP Preferred Card issued in relation thereto shall not be effective until SAP has received Customer's payment of the relevant SAP Preferred Card Fees in full. Until such time as that SAP Preferred Card is effective, any Education Services, which the Customer wishes to register for, shall not be capable of being made under that SAP Preferred Card but shall be made on SAP's standard terms and conditions other than these Conditions.
6. On receipt of Customer's SAP Preferred Card Fees, Customer shall be issued with:
  - written acknowledgement of Customer's enrolment in the SAP Preferred Card scheme;
  - an unique Customer SAP Preferred Card identification number;
  - an on-line account; and
  - the requisite number of Points
7. For the avoidance of doubt, the Customer's SAP Preferred Card will cease to be valid upon there ceasing to be any outstanding Points on such card. From time to time during the SAP Preferred Card Validity Period, but subject always to the SAP Training conditions, Customer shall be entitled to make registrations for Education Services by postal application, fax or e-mail. Provided Customer quotes its SAP Preferred Card identification number, no invoice shall be issued for payment of the relevant fees for those courses, but instead, the appropriate number of Points shall be deducted from the Customer's relevant SAP Preferred Card and applied in payment for the relevant fees. Where Customer has depleted its account of Points, however, Customer shall be invoiced for the balance of the Education Service fees after deduction of Customer's remaining Points.
8. Customer shall be entitled at any time to purchase one or more additional SAP Preferred Cards. However, Customer acknowledges that the bonuses referred to in clause 2 above apply to each SAP Preferred Card individually and not cumulatively. The Customer may not purchase additional Points to top up any existing SAP Preferred Card of the Customer.
9. No refunds, credits or other concessions shall be made in relation to any Points not used by Customer during the SAP Preferred Card Validity Period, and no Points may be carried over or applied from one SAP Preferred Card to another.
10. Any terms and conditions in the Customer's purchase order or other Customer correspondence shall be null and void to the extent that they conflict with these Conditions. These Conditions are supplementary to the SAP Training Conditions. In the event of any inconsistency between these Conditions and the SAP Training Conditions, these Conditions shall prevail. In all other respects, the SAP Training Conditions shall apply unchanged.
11. The Agreement to which these Conditions are attached and of which they form part and these Conditions shall be governed by English Law and the Customer irrevocably submits to the exclusive jurisdiction of the English Courts in relation to any dispute which may arise out of or in connection with such Agreement.

Customer:.....

Acknowledged by: .....

Customer to initial..... Date:.....