

2017 In-House Training

Fee Schedule and Terms



Rates for in house trainings are determined by the number of participants.

All discounted prices are shown for the National Capital Region. Add 10% for course held outside of the NCR.

Base Rate	Number of Participants	Discount	Final Price Per Participant (+ applicable taxes)
\$315	8-10	25%	\$236.25
	11-12	30%	\$220.50
	13+	35%	\$204.75
\$445	8-10	25%	\$333.75
	11-12	30%	\$311.50
	13+	35%	\$289.25
\$545	8-10	25%	\$408.75
	11-12	30%	\$381.50
	13+	35%	\$354.25
\$845	8-10	25%	\$633.75
	11-12	30%	\$591.50
	13+	35%	\$549.25
\$1035	8-10	25%	\$776.25
	11-12	30%	\$724.50
	13+	35%	\$672.75
\$1200	8-10	25%	\$900.00
	11-12	30%	\$840.00
	13+	35%	\$780.00
\$1450	11-12	30%	\$1015.00
	13+	35%	\$942.50

In order to qualify for these significant discounts, the Client provides:

- Minimum class size as set per course
- Room(s) suitable for instruction of the full class (minimum 700 square feet) with the tables arranged in a horseshoe
- A screen in main room
- 2 easels with flip chart markers
- Refreshments provided as per client policy

Vanguard EMC Inc. provides:

- Instructor(s)
- The student workbook in the form of a 3 ring binder
- Course material with client logo on cover shipped to client location
- Templates in paper and soft copies
- Certificate for each participant upon completion of the course

*** Invoice must be paid 30 days in advance of the training**