

BOOKING PROCEDURE OF IGF BASIC

For booking of a course please follow the below procedure after confirming the availability of a seat. Mail can be sent on training@imare.in or contact on +91 22 - 27711663 / 27701664

- ⇒ Course ID- 5311
- ⇒ Course Duration: 4 days
- ⇒ Course Timings: 0900hrs to 1630 hours (with lunch and tea breaks)

For booking please follow the below STEPS:

STEP 1: For Registration: <https://forms.gle/DSmcvmMJkZAvLDvo9>

STEP 2: Upload the documents: Create a single folder with your Name + the Course name. Scan each of your documents and place them inside the folder and then email on documents@imare.in

For example: Folder Name Abhinav Class I. Files are CDC.pdf (Front page, last page), Passport.pdf, INDos.pdf, 4 Basic Safety Courses.pdf. Only your photo can be a .jpg file.

STEP 3: Pay the course Fee: Visit www.imare.in --- Use the option “**Buy Online**” (</buy-online.aspx>) then choose the course you want to pay the course fee.

STEP 4: Send an email to training@imare.in and accounts@imare.in. Kindly mention that you have completed all steps i.e., Step 1, 2 & 3. After completing all the steps, share your details and transaction details.

STEP 5: On completion of all 4 above steps, you will receive confirmation from training department.

UNLESS YOU COMPLETE THE ABOVE 4 STEPS YOUR BOOKING WILL NOT BE CONFIRMED.

Note: In Case of Cancellation 25% of the Course fee will be deducted.