

Booking Form

Confidence Building Courses

Course Details

LOCATION			
DATE			
PRICE	£236 (plus VAT) per delegate	Enter Discount Code if applicable	Discounted Price;

Delegate Details

NAME	
COMPANY NAME (If applicable)	
ADDRESS	
TELEPHONE	
EMAIL	
Contact Name & Email (If different to delegate)	

Open Course Terms and Conditions

I understand that booking an Open Course with Training Hand Ltd is subject to agreement with the following Terms and Conditions:

Payment

Payment must be received prior to the course. If payment is not received we reserve the right to refuse the delegate entry to the course. Cheques are payable to Training Hand Ltd.

Prices

The price of the course is the price shown on the website at the time of booking. The price includes refreshments, lunch and course materials. If a Discount has been agreed, the Discount Code must be clearly entered where appropriate on the Booking Form, otherwise the Discount will not apply.

Cancellation

If you need to cancel your booking, if you wish, we will endeavour to reschedule you to another course. If this is not possible, if the cancellation is made within 21 days of the course date, we charge a 50% cancellation fee. If the cancellation is made within 1 week of the course, the course fee is non refundable.

Transfer

You may transfer the booking to another delegate at any time.

Cancellation by Training Hand Ltd

Training Hand Ltd reserve the right to cancel any course up to 7 days prior to the course date. A full refund will be given if an alternative date is not suitable.

All cheques should be made payable to Training Hand Ltd and sent to Avebry House, Church Walk, Avonwick, Devon, TQ10 9EJ. For BACS payment details, please see the details on the invoice or contact our office on 01364 649155 or email info@traininghand.co.uk.

I have read and accept the above Terms & Conditions

Signature _____

Date _____

Print Name _____

Phone (if different to above) _____