Park Hill Training

Lantra Awards Approved Centre

TRAINING COURSE BOOKING FORM

In order to make a Training and/or Assessment Booking, please complete the necessary details and post to the address below or fax or email back to us on Fax: 01509 815480 / Email: info@parkhilltraining.co.uk

Training Contact	Date
Company	Purchase Order no.
Address	Signature
	Notes
Tel no.	
Fax no.	
Email	

Course Description	Date	Delegate Name	Price
All prices quoted are nett and subject to VAT @ standard rate		**TOTAL**	

TERMS & CONDITIONS

Unless otherwise arranged a deposit payment is expected on receipt of a pro-forma invoice which will confirm acceptance by the delegate and Park Hill Training of a place on the requested course.
The balance payment is due on invoice following completion of the training course.

Delegate Cancellation charges are as follows:
No charge if the course is cancelled by a delegate up to one month before the training date.
If the course is cancelled up to 2 weeks before the course date by a delegate 50% of the course fee will be due.
The full cost of the course to be charged if cancelled less than two weeks before the course date.