



PARK HILL TRAINING

Land - Based Training

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 email back to us info@parkhilltraining.co.uk

Name		Date	
Company		Purchase Order no.	
Address		Signature	
		Notes	
		Trainee Disabilities/Learning Difficulties:	
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 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.

Park Hill Training will make every effort to ensure that the training or assessments go ahead as planned, no responsibility will be taken or compensation paid for lost days' work due to weather conditions, equipment failure or any other unforeseen circumstances where the training or assessment cannot go ahead. Park Hill Training will guarantee that a replacement date will be found at no additional cost to the trainee should this occur.

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.

If you are unable to attend any training booked, please contact the office immediately. Park Hill Training Ltd reserve the right to forfeit fees to cover costs incurred for non-attendance.

By signing this form you give your consent to Park Hill Training using your personal information to register you with the relevant awarding body for your chosen qualification(s). DATA PROTECTION Regs. GDPR2018: Personal information regarding yourself held by City & Guilds NPTC or LANTRA, or their approved Assessment Centres, is retained and may be available to certain statutory bodies in the UK in accordance with our Data Protection Policy.