

Course Booking Form

Free phone Booking Line 0800 061 2981



Date Booking Made	
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Booking made by	
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Details of candidates

First Name	
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Surname	
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Address	
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Post Code	
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Telephone Number	
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Mobile Telephone Number	
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E.Mail	
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Details of business (if different from above)

Business Name	
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Group (if part of a larger organisation)	
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Address	
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Post Code	
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Telephone Number	
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Signature of Candidate (or person making the booking)	
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Course details

Course	
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Date of course	
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Venue	
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Total course cost (inclusive of vat) (cheques to be made payable to abv Training Ltd)	
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Nominated delegates may be substituted.

Upon receipt of this Booking Form a v.a.t. invoice will be forwarded for the full amount together with confirmation of your booking and joining instructions.

PLEASE RETURN FORM WITH PAYMENT TO:
Abv Training Ltd, 25 COPELAND DRIVE, STONE, STAFFORDSHIRE, ST15 8YP

Cancellation Terms: For cancellations made with less than 7 days notice there will be no refund; A cancellation with more than 7 days will result in a full refund less a £25 admin charge; A candidate may be switched for the same course with no charge providing original candidate forwards the course handbook and joining instructions to the new candidate; If a candidate wishes to switch the date of their course - then, if more than 7 days a £15 admin charge is payable, if less than 7 days a £75 charge is payable.