

Course Registration Form

Please complete in **BLOCK CAPITALS**

Course Titles	
IOSH Managing Safely - 4 Days - Bristol 11th 12th 18th 19th March 2010 <input type="checkbox"/>	£595 to include all fees -----
IOSH Managing Safely Re-cert (1 day refresher) - TBC Bristol 2010 <input type="checkbox"/>	
Manual Handling Train the Trainer - 3 Days - Bristol TBC 2010 <input type="checkbox"/>	£495

Company Name:	
Address:	
Postcode:	Tel:
email:	

	Delegate Name	Course	Date
1			
2			
3			
4			

Venue	Accommodation	Cost per Night
Bristol		TBC
Warrington		£89.00 DBB

**VAT is chargeable on all the above prices.
 Please ensure you add VAT to the course fee and accommodation total
 (at the rate current at the time of ordering) if you are paying by cheque.**



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Payment methods

I enclose a **cheque** for £ _____ made payable to **Line Business Services Limited** OR

Please debit my **Visa** **Mastercard** **Maestro** to the value of £ _____

Card No.

Expiry date:

Issue No. Account Holder: _____

security code

Address of Account Holder if different to above:

OR

Please invoice my organisation using **Purchase Order Number:** _____

On receipt of a valid purchase order a pro-forma invoice will be issued and payment must be made by return.

Authorised by: Position:

Signature:

Special Requirements

Please advise us here if any delegates have special needs (e.g. dietary, disability)

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Booking conditions

Bookings are accepted on a strictly first come first served basis. Your booking will be deemed confirmed either on receipt of the full course fee or provision of a purchase order or other instruction to invoice whichever is the earlier event.

A VAT receipt will be provided for all fees received.

Course fees are payable in full for all confirmed bookings, subject to our cancellation policy as follows:

Cancellation of confirmed bookings must be made in writing to the Head of Health & Safety Services, Line Business Services at info@linebsl.com or at the address below.

Refunds will only be available as follows:

- Notification of cancellation received 31-45 calendar days prior to course commencement - 50% refund
- Notification of cancellation received less than 30 calendar days prior to course commencement – Nil refund.
- No refund will be made for delegates failing to complete the course.

