

Training Booking Form

Participant Name:

Organisation:

Address:

Tel:

Fax:

Email:

Please tell us which area(s) your group works in (tick relevant boxes):

Leicester City Leicestershire Blaby District Hinckley & Bosworth District

North West Leicestershire Charnwood District Melton District

Oadby & Wigston Harborough District

Name of Course:

Date: _____ Price Code (tick): A B C This is a free course

A - Not-for-profit organisations in Leicestershire with an annual income of less than £50,000

B - Not-for profit organisations in Leicestershire with an annual income above £50,000

C - Private, statutory organisations and those outside Leicestershire

Dietary/Special Needs:

I have read and understood VAL's terms and conditions

Signature: _____ Date: _____

**Return this form to: Administrator, Group Support, VAL, 9 Newarke Street, Leicester, LE1 5SN
or email: harpreet.s@valonline.org.uk**

If you require more than one copy of the booking form, please feel free to photocopy this page.

Terms and Conditions: Cancellations made more than 21 days before the event in writing will be charged a £10 administration fee. No refund will be made for bookings cancelled less than 21 days before the event or for non-attendance on the day, apart from in exceptional circumstances e.g illness. Verbal cancellations will not be accepted. Groups who have booked onto sessions marked FREE and fail to attend will be billed for the full cost of the session related to VAL's pricing code. We will endeavour to give you as much notice as possible of any cancellation. You will be offered the choice of a full refund of the fees paid or a credit note, which can be used for further bookings.