**THSA**

**COURSE BOOKING FORM**

**Please complete the booking form below and return to THSA.**

***An acknowledgement of booking and invoice will be submitted upon receipt of the booking form. Fees must be paid in full prior to attendance and places are not guaranteed until payment has been received. Bookings constitute a liability for the course and are subject to cancellation terms and conditions shown below.***

***Delegate place will be confirmed upon settlement of invoice and joining instructions forwarded.***

**Please Complete Booking form:**

|  |  |
| --- | --- |
| **Company Name** |  |
| **Address** |  |
| **Tel** |  |
| **Fax** |  |
| **Email** |  |
| **Person Booking Course** |  |
| **Purchase Order Number if applicable** |  |

**Please book places for the following delegates:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name** | **Course Title** | **Date of Course** | **Venue** | **Course fee per delegate** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**Cancellation terms:-** We reserve the right to postpone courses if insufficient numbers of candidates are available to make the course viable. A 50% cancellation fee is applicable should delegates cancel within 14 days of the course date.

**THSA**

Training, Health and Safety Advisor - Paul Newstead

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