|  |
| --- |
| Venue: SPEAKING SPACE, Fleming House, Alma Road, Romsey SO51 8EDTel: 02380987134 |
| **Please tick or highlight the course(s) you wish to book.** | **Assessing & Teaching Social Skills 3-day course (£430\*)**🞏 13-15 March 2023🞏 15-17 November 2023*\*prices exclusive of VAT* |
| **Total cost to pay** | 🞏 £430 / person🞏 please apply a 10% discount for 3 or more bookings or if you receive SLT from Speaking Space Ltd  |
| Your details |
| **Names of attendee(s)**There is a 10% discount for group bookings |  |
| **Job Title(s)** |  |
| **Address**  |  |
| **Telephone number** |  |
| **Email address** |  |
| **Please provide details of any requirements** e.g. diet, access |  |
| **Name of booking contact** (if different from person attending course) |  |
| **Telephone number** |  |
| **Email address** |  |
| Invoicing information  |
| **Name of person to invoice** |  |
| **Address** |  |
| **Email** NB invoices are emailed  |  |
| **PO number** if applicable |  |
| Terms and conditions  |
| Confirmation of booking: upon receipt of training event fee, a letter confirming your place with further details and a map of the location will be sent to you. Cancellation: 75% of the course fee will be reimbursed up to 21 days prior to the course. Fees are non-refundable after this, but you may nominate someone to attend in your place. Payment: payment for the course is due 30 days from the date of invoice. After that, interest will be added at 8% over the Bank of England base rate. |
| Please return this form  | **by e-mail to alex@alexkelly.biz** **or by post to 19 Bartons Road, Fordingbridge, Hampshire SP6 1JD** |