

# Derby Advice Training Booking Form

Please contact and submit this form with payment to:  
Derby Advice, Council House, Corporation Street, Derby, DE1 2FS

Contact Name:	
Position:	
Organisation:	
Address:	
Postcode:	
Telephone:	
Fax:	
Email:	

I wish to book on the following courses:

Name of participant	Course	£	Date

**Total £** \_\_\_\_\_

Please invoice my organisation (give details of who should be invoiced if different from above)

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Other needs - please phone 01332 643394

Please contact Amanda Postle, Derby Advice, with any queries:  
Derby Advice, Council House, Corporation Street, Derby, DE1 2FS.  
Tel: 01332 643394

### Terms and conditions of booking

1. Course fees must be paid beforehand.
2. We are unable to refund any of your fee if you cancel within 14 days (10 working days) of a course.
3. Courses are subject to cancellation if there are insufficient bookings to make a course viable.