



Course BOOKING FORM

Email to: courses@jctconsultancy.co.uk

Fax to: 01522 751188

Post to: JCT Consultancy Ltd, LinSig House, Deepdale Enterprise Park, Nettleham, Lincoln, LN2 2LL

Book Online: www.jctconsultancy.co.uk

Please first check availability of places and confirm prices before sending this form.
Contact Emma Davey on: **01522 751010** or email to courses@jctconsultancy.co.uk

Places are limited so please book early. Please ensure you get confirmation of booking within 7days.

Course Title: _____

Location: _____ Dates: _____

Company / Organisation: _____

Invoice Address: _____

Purchase Order No./Authorisation Ref. _____

If your organisation issues Order Nos, please mark above or send the order with the application, or mark "To follow" or "N/A"

Title _____ Delegate Name (1) _____ Job Title : _____

Tel _____ Email _____

Title _____ Delegate Name (2) _____ Job Title : _____

Tel _____ Email _____

Contact name if not Del.1 _____ Job Title: _____

Tel _____ Email _____

Office address _____

(If different from above)

Please invoice for the following amount:

Cost of Course Fees..... £ _____

Plus VAT @ 20% (payable by all customers incl EU for courses attended in the UK).. £ _____

Total £ _____

All course prices **EXCLUDE** overnight accommodation.

Cancellation If a place is cancelled within 1 month of the course, we reserve the right to charge up to 50% of the cost of the course and 100% for cancellations within 14 days from the course. The final amount will depend on what charges are made by the Venue & whether the place can be taken up by another delegate. Delegates from the same organisation may be substituted at no charge.

Please note that we like to keep delegates updated about our products and services. If you DO NOT wish us to use your contact details, please tick this box. Please note that we NEVER pass this information onto third parties.