

Clear Academy Training: Booking Form

(Please scan and e mail this form to training@clearacademy.co.uk or fax to 0845 658 6488)

CONTACT DETAILS (PLEASE USE BLOCK CAPITALS)

Contact Name:

Job Title:

Delegate name(s):

Company:

Address:

Post Code:

Phone No:

Email address:

Purchase Order No: (if applicable)

COURSE REQUIREMENTS

Please tick	Course	Date	Venue	No. of Delegates	Price	Total (inc VAT)
<input type="checkbox"/>	Clear Direct Debit Training Course: Reading	28 th February 2012	City Centre Hotel		£450+VAT* per delegate	

*Price per delegate includes lunch, refreshments and course materials

BOOKING A TRAINING COURSE

When you book a training course or you will receive an acknowledgement of your booking by email.

PAYMENT

The Charges shall be due upon receipt of this booking form and payable within 30 days of the date of invoice or 48 hours before the training commences, whichever is sooner. Cleared funds must be received 48 hours before the date of the training course.

Payment by Bacs upon invoice

Cheque Payment: Please post this form with cheque enclosed (payable to Clear Academy Ltd.), to Clear Academy Ltd., Nutfield House, 166 Nutfield Road, Merstham, Surrey, RH1 3HG

Signature:

Date:

Further details on courses and consultancy services can be found on our website at www.clearacademy.co.uk or by calling 0845 658 6488