

Booking Form

Please return by email or post to the address below.



2 Day Course Principal Designer

	No of places	£	x no. of places required	+VAT@ 20%	Total
Liverpool/Manchester	6 - 7 Jun '18	£595			
Edinburgh	12 - 13 Jun '18	£595			
Bristol	20 - 21 Jun '18	£595			
Newcastle	3 - 4 Jul '18	£595			
London Gatwick	11 - 12 Jul '18	£595			
Birmingham	8 - 9 Aug '18	£595			
London	12 - 13 Sep '18	£595			
Peterborough	26 - 27 Sep '18	£595			
Leeds	3 - 4 Oct '18	£595			
Cardiff	17 - 18 Oct '18	£595			
Exeter	29 - 30 Oct '18	£595			
London Gatwick	14 - 15 Nov '18	£595			
Liverpool/Manchester	28 - 29 Nov '18	£595			
London	30 - 31 Jan '19	£595			
Leeds	13 - 14 Feb '19	£595			
Newcastle	27 - 28 Feb '19	£595			
London Gatwick	13 - 14 Mar '19	£595			
Glasgow	27 - 28 Mar '19	£595			
Total					

Please complete in BLOCK CAPITALS

Title

First Names

Surname

Job Title

Company

Address

Country Postcode

Email

Tel Number

Mobile Tel

Dietary or Access Requirements

If you have any queries please contact Angie Coomber

How to Pay

Cheques are payable to Butler & Young Consultants Ltd. Please quote your name and the course date and location on the back of your cheque and send it to the address below:

Card Payment: Please charge to:

Visa Mastercard Maestro

Card Number:

Issue Number:

Start date:

 /

Expiry date:

 /

Security Code*:

For multiple bookings and to discuss any possible discounts contact Angie Coomber

Cardholder name:

Cardholder address:

Country

Postcode

Date:

Signature:

Amount to be charged:

A VAT invoice/receipt will be provided once funds have cleared. Fees must be paid before a place is confirmed.

*Security Code

The card security code for most cards is a three digit number found on the reverse of your card on the signature strip. It is preceded by part or all of your card number but is always the last three digits.

Cancellation

You must confirm your cancellation in writing (email is sufficient). Up to 6 weeks prior to the course date you will receive 100% refund. If you cancel between 6 and 4 weeks of the course start date you will receive 50% refund. If you cancel 4 weeks or less before the course start date you will receive 0% refund. A substitute delegate is welcome at no extra charge. We try to avoid cancelling or aborting a course at the last minute however, if factors beyond our control make it necessary, we will refund the fees or the appropriate proportion thereof or, transfer to another course. We cannot accept liability for any other costs, expenses or losses.

Incorrect mailing

If you are receiving multiple mailings or would like us to change any details or remove your name from our database please email Angie Coomber. Amendments can take up to six weeks so please accept our apologies for any inconvenience caused in the meantime.

Data Protection

Personal data is gathered in accordance with the Data Protection Act 1998.

Travel & Accommodation

Delegates are responsible for the arrangements and payment of their own travel and accommodation. If you require any overnight accommodation please contact Darlene Leighfield of Brief2Event at darlene.leighfield@brief2event.com or 01202 400850 who can check availability and secure the agreed Bed & Breakfast rate for Butler & Young.

Butler & Young Training is a trading name of Butler & Young Consultants Ltd, company number 5047663, part of Butler & Young Group.

Send your completed booking form to:

Butler & Young Training
Unit 10, Airport House,
Purley Way, Croydon
Surrey, CR0 0XZ

Email: angela.coomber@byl.co.uk
Tel: 020 8253 4930
Mob: 07808 888 314



Accredited by the
Association for
Project Safety