

STRUCTURE OF EVENTS



TEL-FAX:
01536
523274

REQUEST FOR INFORMATION CAN BE VIA TELEPHONE, FAX, POST, E-MAIL. PDF, autism@autismuk.com INFORMATION PACK WILL BE SENT via Email PDF, Or down load from our WEB PAGES: <http://www.autismuk.com>

If a Purchase Order Number is required by your establishment, send with application form PLEASE Note: If you have not supplied a purchase order number/s. and finance invoicing email address (if required), the applicant will be responsible for the full payment.



APPLICATION FORMS RECEIVED VIA POST, FAX or E-MAIL, IF PLACE/s AVAILABLE, NAME/s WILL BE REGISTERED AS CONFIRMED BOOKING/s, a PDF email will be sent to the email supplied on the application. NOTE: NO BOOKINGS WILL BE TAKEN BY TELEPHONE.

Please Note: Payment due 30 days net from date of invoice, credit charge may be deducted if payment made during this time.

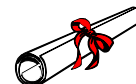


AFTER YOUR NAME IS REGISTERED, IN DUE COURSE AN INVOICE WILL BE SENT TO THE Email ADDRESS Provided ON THE APPLICATION FORM as an Email PDF.





INFORMATION REGARDING THE COURSE, LOCATION MAPS, SCHEDULE ETC. WILL BE FORWARDED TO YOU With the invoice via. email PDF



SUBSTITUTE NAMES WILL BE ACCEPTED UP TO **TWO WEEKS** BEFORE THE COURSE DATE. THEREAFTER NAME BADGES, CERTIFICATES NAMES, DELEGATE LIST CANNOT BE CHANGED.



CANCELLATION OF BOOKINGS: ARE ACCEPTED WITH FULL REFUND UP TO 8 WEEKS BEFORE THE EVENT, BETWEEN 3 AND 8 WEEKS 50% WILL BE REFUNDED, 3 WEEKS AND LESS NO REFUND.



TRANSFERRING FROM ONE TO ANOTHER OF OUR COURSES FULL CASH TRANSFER UP TO **6 WEEKS** TO EVENT THEREAFTER **50% WILL BE TRANSFERRED, 2 WEEKS or LESS NO TRANSFER**

NOTE: information of our training courses or autism see web pages: www.autismuk.com