

# STRUCTURE OF EVENTS



TEL-FAX:  
01536  
523274

REQUEST FOR INFORMATION CAN BE VIA TELEPHONE, FAX, POST, E-MAIL. PDF, [autism@autismuk.com](mailto:autism@autismuk.com) INFORMATION PACK WILL BE SENT FAX OR POST. Or download from our WEB PAGES: <http://www.autismuk.com>

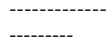


APPLICATION FORM RECEIVED, VIA POST, FAX, E-MAIL AND IF PLACE AVAILABLE NAME WILL BE REGISTERED AS A CONFIRMED BOOKING. NOTE: NO BOOKINGS WILL BE TAKEN BY TELEPHONE.

**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 NAME ATTENDING TO THE ADDRESS ON THE APPLICATION FORM VIA POST OR FAX.



INFORMATION REGARDING THE COURSE, LOCATION MAPS, SCHEDULE ETC. WILL BE FORWARDED TO YOU (included with invoice above).



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: info. re. courses or autism see web pages: [www.autismuk.com](http://www.autismuk.com)

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