

BOOKING FORM

EasTec UK Ltd

Environmental & Land-based Training

Telephone : 01953 851908 / 07899 685472

Enquiries: j.strudwick@eastec.co.uk

www.eastec.co.uk



Course:		
	Date	Venue
Training:		
Assessment:		

Candidate Name:	Candidate D.O.B:
Candidate Address:	
Candidate Email:	Candidate Tel No.:
NPTC No.:	Company Name:

Emergency Contact Name:	Relationship:
Address:	Telephone No.:

Do you have any disability or learning difficulty which may affect your training or assessment?		
Disability	Yes/No	Please specify
Learning Difficulty	Yes/No	Please specify
Are you taking any medication?	Yes/No	Please specify

Please indicate method of payment	Please tick
BACS Details: EasTec UK Ltd Sort Code: 20 17 20 Account No.: 53031772	
Cheques made payable to: EasTec UK Ltd	
INVOICE TO FOLLOW	
Sign or Print Name:	Date:

Terms & Conditions for Training Courses

Booking procedure

You can book online at www.eastec.co.uk, by phone on 01953 851908 / 07899 685472 or via email to j.strudwick@eastec.co.uk

Booking confirmation

Once your booking has been received you will receive your booking confirmation by email (or post) with your joining instructions and your invoice.

Payment

Payment must be received within 21 days of the invoice date or in advance of the training course, whichever is sooner. Payment can be made by:

- BACS
- Cheque

Course Transfers

There is no charge for transferring your booking to the same course on an alternative day provided you notify EasTec UK Ltd in writing or via email up to 14 working days before the start of the course. However, a transfer fee of 20% of the course fee will be payable if notice is received within 14 days of the start date of the original course. No refund will be made in the event of a transfer.

Cancelling your place

If you notify EasTec UK Ltd in writing or via email up to 14 working days before the start of the date of the course, you will receive a full refund less an administration charge of 20%. If you withdraw for whatever reason within the 14 day period, the full fee will remain payable if you are unable to nominate a substitute attendee.

Non-attendance

If you fail to attend the course on which you are booked and have not given prior notice to EasTec UK Ltd then the course fee will remain payable in full.

Cancellation by EasTec UK Ltd

Where circumstances dictate, EasTec UK Ltd reserves the right to alter trainers, fees or venues without prior notice. In the event of a course being cancelled, a refund of the course fee will be made but no compensation paid for any additional cost incurred.

Venues

Details of the specific venues will be sent in the joining instructions for all courses.

EasTec UK Ltd Policies

Other policies and details can be found on our [policies page](#).