

## EVENT BOOKING FORM

<b>Name :</b>		<b>Reg Number :</b>	
<b>Telephone Number :</b>		<b>Email :</b>	

<b>Event Type:</b>	<input type="checkbox"/> Technical Standards Course	<input type="checkbox"/> Instructor Update
	<input type="checkbox"/> Generic Induction Day	<input type="checkbox"/> TSV Standard Setting/Update
	<input type="checkbox"/> Technical Standards Setting	

I wish to attend the Generic Induction Event ticked below. Please send me further details when known.

Category	Date	Location	Instructor	Cost	Please tick (✓)
Generic Induction	02 – March 2009	Lantra House, Stoneleigh	Mike Wells	£75.00+VAT	
Generic Induction	13 – July 2009	To be confirmed	Mike Wells	£75.00+VAT	

I enclose a cheque for the relevant amount (payable to “Lantra Awards”) for my attendance at the above ticked event.

Please raise an invoice for my attendance at the above event

Signed \_\_\_\_\_ Date \_\_\_\_\_

Please indicate if you have any special dietary Requirements \_\_\_\_\_

### **CANCELLATION POLICY**

We will endeavour to run events as planned, however we reserve the right to cancel the above event at any stage if the minimum required attendees is not reached then those already booked on will receive a full refund of any monies paid, although will not be reimbursed for any loss of earnings or expenses this cancellation may entail.

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PLEASE RETURN COMPLETED FORMS TO  
 THE QUALITY AND STANDARDS TEAM, LANTRA AWARDS, LANTRA HOUSE, STONELEIGH PARK, KENILWORTH,  
 WARWICKSHIRE, CV8 2LG  
 OR FAX TO 024 7641 1655