

## BOOKING FORM 2020/21

<b>Contact Name</b>	<b>Date</b>
<b>Position</b>	<b>Purchase Order No.</b>
<b>Company Name &amp; Address</b>	<b>Invoicing Address</b>
<b>Telephone</b>	<b>Accounts Email</b>
<b>Email Address</b>	<b>Agreed Training Date</b>

**Please select your course preferences from the options below:**

	<b>ADVANCED SILO SAFETY COURSE</b> (full day)	<b>£175.00</b> per attendee
	(Optional) <b>MPQC CERTIFICATION FOR COURSE</b>	<b>£25.00</b> per attendee

A certificate of attendance will also be provided for all attendees. For full course content details and booking terms and conditions please refer to [www.hycontrol.com/services/training](http://www.hycontrol.com/services/training).

Training will be conducted at Hycontrol's head office:

**Hycontrol, Larchwood House, Orchard Street, Redditch, Worcestershire B98 7DP UK**

### CANCELLATION ARRANGEMENTS

Notice of cancellation is required in writing.

Telephone cancellations must be confirmed in writing within 7 days. Substitution of delegates will incur no charge. To arrange transfer to another date, please contact Hycontrol as soon as possible (in most instances this will not incur extra charges).

<b>Cancellation Notice</b>	<b>Fee Payable</b>
No-show	FULL
5 working days or less	FULL
6-10 working days	75%
11-15 working days	50%
16-20 working days	25%

**TERMS: STRICTLY 30 DAYS NET FROM INVOICE DATE.**

PTO



**Please provide details of course attendees below:**

Full Name	Position	Date of Birth*	NI Number*	Contact Email

\*-Required for MPQC Certification

*I understand that the training date will be confirmed to me in writing. I agree to the cancellation charges detailed overleaf. I hereby consent to the contact details I have provided being used by Hycontrol for providing course-related information or other relevant communications.*

**Signed:**

**Date:**

**An order number is required to confirm the place on the course.** Please complete and return this form to [sales@hycontrol.com](mailto:sales@hycontrol.com)

**OFFICE USE ONLY**

<b>Agreed training date</b>		<b>Number of attendees</b>	
<b>MPQC certificates</b>	Y / N	<b>Total charge ex. VAT</b>	

