Booking form: Part L and SAP Software Consultation

BOOKING DETAILS

◯ Part L Consultation
5th August 09

◯ SAP Software Consultation
23 July 09

Number of places: _____

Delegate names: _____

_____

_____

_____

CONTACT DETAILS

Contact name: _____

Company: _____

Company Address: _____

_____

_____ Postcode: _____

Telephone no: _____

Email: _____

PAYMENT DETAILS

◯ **TRADA member FREE**

◯ **Non-member £50** + VAT (£57.50) per consultation **TOTAL** _____

Cheque Please make cheques payable to 'TRADA Technology Ltd'.

Credit card details ☐ VISA ☐ Mastercard ☐ Maestro

Card no. ☐☐☐☐ ☐☐☐☐ ☐☐☐☐ ☐☐☐☐

Expiry date ☐☐ ☐☐ **3 digit security code** ☐☐☐ **Issue no** ☐
(Maestro only if applicable)

Signature _____

Name of cardholder _____

Please attach cardholders address if different from above:

ELSAP09

Please photocopy this sheet if you wish to book on multiple courses

Data Protection Act 1998

Information held on computer by companies within the BM TRADA Group will be used only for the purposes of our business as required under the Act. We may call or write to you with details of the services we offer. You may request in writing a copy of the details we hold on you. You may request in writing that we do not contact you by phone, email and/or post.

Terms of business

Payment
The course fee must be paid in full, no later than 15 working days prior to the start of the course. We reserve the right to re-allocate the place to another delegate if fees are not paid on time.

Late payment
We reserve the right to charge interest on all outstanding amounts at the rate of 5% per calendar month for the period of overdue payment.

Course cancellation
Must be made in writing and received no later than 15 working days prior to the start of the course.

Changes to the event
We reserve the right to make any changes to the event as required, to the content, schedule, etc.

We reserve the right to cancel the event or refuse places

VAT number GB 749 9337 73
TRADA Technology Ltd. Registered Number 2561166 England

Please complete this booking form and return by post to:

Louise Govier, Stocking Lane, Hughenden Valley,
High Wycombe, Bucks, HP14 4ND or fax: +44 (0) 1494 565487
If you have any questions, contact Louise on: +44 (0) 1494 569622
or email lgovier@trada.co.uk

www.TRADA.co.uk