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| Course Title: | **Legionella Awareness Training for School Premises Personnel** |
| Course Date: | Tuesday 27th June 2023 |
| Course Timings: | 9.30am-12.30pm (Registration 9.15am) |
| Course Venue: | **Online via Microsoft TEAMs** |
| Course Cost: | **£70 + VAT per person** |

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| Booking Contact Name: |  |
| School Name: |  |
| Contact Tel No: |  |
| Contact Email Address: |  |

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| Delegate Name(s): | Joining Instruction email address (if not to the Booking Contact) |
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| Method of Payment: | Upon receipt of completed booking form an invoice and course joining instructions will be issued. Payment is required to confirm booking a minimum of 14 days prior to course commencement. |

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| Cancellation Policy |
| Notice of cancellation is required in writing. Telephone cancellations will be accepted but must be confirmed in writing within seven (7) days. Substitution of delegates will incur no charge.A minimum of 14 days’ notice of cancellation prior to the day of the course is required for a full refund. If cancellation or postponement takes place within 14 days of the day of a course, no refund is payable. We reserve the right to cancel a course within 10 working days of the first day of a course. |

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| I agree to the above terms and conditions | Signature: |  |

Please return your completed booking form by **20th June 2023** to: info@first-environment.co.uk