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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](mailto:info@first-environment.co.uk)