

Course Booking Form

Candidate Details: (Mr / Mrs / Miss / Ms / Other)



Food Hygiene Training Company

Anna Billingham BSc MCIEH

Name:

www.fhtc.org.uk

Job Title:

e: info@fhtc.org.uk m: 07763558731

Home Address

Company Address

Date of Birth:

Tel:

Mobile:

Email:

Will you require assistance while attending this course. Including access to the building, language, reading or writing?

Course:

Dates:

Cost:

There are 3 easy ways to pay – **Cheque** or **PayPal** or **BACS bank transfer**

Send a cheque payable to Food Hygiene Training Company, to
16 Toronto Terrace, Lewes, BN7 2DU

Bank transfer/BACS payment: Sort code 402815 - Account number 11419846

Paypal via the website or by using the Paypal email: info@fhtc.org.uk

By signing this form, I accept and agree to Food Training Company booking Terms & Conditions outlined overleaf.
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Signature

Date

PLEASE NOTE BOOKINGS WILL NOT BE CONFIRMED UNLESS THE BOOKING FORM IS SIGNED AND DATED

PLEASE POST OR EMAIL THIS FORM TO:

Food Hygiene Training Company, 16 Toronto Terrace, Lewes, BN7 2DU
Email : info@fhtc.org.uk Tel 07763558731

Terms & conditions

Booking terms and conditions

Payments must be received prior to the course. Once Food Hygiene Training Company has received the booking form you are liable for payment. Food Hygiene Training Company reserves the right to cancel the course, for example, due to under subscription. In such circumstances a full refund of course fees will be made or a transfer to another suitable course will be offered to the candidate. No responsibility is accepted for incidental or consequential loss resulting from such a cancellation.

Cancellations

- More than 28 working days before the course, no charge will be made.
- 14-28 working days before the course, 50% of the fee will be payable.
- Less than 14 working days before the course, the whole fee will be payable.

Substitutions

- May be made at any stage at no cost.

Transfers

- Transfer to a subsequent date when the same course is running, subject to availability of places, will not incur an extra charge.

If the transferee subsequently cancels, the original cancellation clause will apply. All changes requested verbally must be confirmed in writing, fax or e-mail. Changes will become effective on the date of receipt of written confirmation. Occasionally, due to circumstances beyond our control, alterations to timing and content of courses may become necessary. We therefore reserve the right to modify the course information or tutor.

Policies and Procedures

Food Hygiene Training Company fully supports the principles of equality and diversity, safeguarding young people and vulnerable adults and the right to a fair assessment. We are committed to satisfying these principles in all our activities and published material. A copy of our policies is available on Food Hygiene Training Company website www.fhtc.org.uk