

Disabled Living
Booking Form, Additional Information, Terms & Conditions

**Booking Conditions
&
Additional Information**

Please complete the booking form and send with full Payment or Official order number, cheques payable to **Disabled Living** to:

**Disabled Living
Redbank House
4 St Chads St
Cheetham
Manchester
M8 8QA**

Tel: 0161 214 4592

Fax. No. 0161 835 3591

Email:

training@disabledliving.co.uk

Directions to Disabled Living are available to be downloaded from our web site at:

www.disabledliving.co.uk

Course Information

Course notes and reference list are provided on the day (if appropriate).

Certificates of attendance are complimentary in return for a completed evaluation sheet. Your course outline and venue directions will follow to the delegate's address as completed on the booking form. Refreshments and lunch are available only on the courses indicated in the Training Diary.

Cancellations

Disabled Living reserves the right to cancel/rearrange course dates. An alternative date or full refund would be offered.

In the case of a delegate cancelling the following charges will be incurred:

28 days or less	full cost
5 weeks	75% cost
6 weeks	50% cost
7 weeks	25 %
8 weeks	Full refund

Booking Form

All details **must** be completed

Indicate method of payment

Cheque

Official Order

Cheque No: _____

Order No: _____

Value: £ _____

INVOICE DETAILS
(Company\PCT Name & address)

Sort Code: _____

If not paying by cheque an official order number is a MANDATORY requirement

Post code: _____

Tel: _____

Delegate's Name: _____

Job Title: _____

Company\PCT Name: _____

Delegate Work Address: _____

Post code: _____ Tel No: _____

Email Address: _____

I wish to book onto: _____

On day, date & time: _____

Please inform of any dietary or other requirements:

Where did you hear about this Disabled Living Training Course?



Photo copy freely

P.T.O

In order for Disabled Living to be able to offer an increased quality of service we invite people to receive the Training Diary electronically

Please email your electronic address to:

Information@disabledliving.co.uk

Your electronic version of the diary will then be sent to you twice a year.

All details of the course on offer can also be found on our website:

www.disabledliving.co.uk

If you use this facility, please email to let us know

Essential Information

Our Education & Training Department also offer tailor-made Training at Disabled Living or at a site of your choice.

We can also offer consultancy, written reports, risk assessments and arrange product focus groups

For more information please contact Trainers:

Jane Vevers Cert Ed (FE)

or

The Training Administrator

Tel: 0161 214 4592

Certificates of attendance are available for courses relevant to Continuing Professional Development portfolios. If you require a certificate, please state this when booking

Is difficulty with transport preventing you from attending courses? You may be eligible for a GMPTE grant. We can apply on your behalf
Please enquire on
Tel: 08707 601 580

For details of our location and to download maps see Disabled Living's website at www.disabledliving.co.uk