**BOOKING FORM:**

**Level 2 Introduction to First Aid for Mental Health**

17th and 24th September, 2021



**Please complete and return this form to** **training@base-uk.org**

**Enquiries: 01204 880733**

**Email: training@base-uk.org**

Name of delegate(s): Date of birth:

Organisation:

Address:

Telephone: E-mail:

**Important! Please provide an email address wherever possible in order to speed up the confirmation of your booking**

Please indicate any individual needs regarding physical access, dietary needs or communication:

**Payment: (Please read the terms and conditions)**

Delegate fees:

Members: £120+vat

Non-members: £150+vat

You will be invoiced by our trading company, Inclusive Trading CIC. I enclose a purchase order number/cheque\* to confirm the booking. (\*delete as necessary)

**Purchase order no: ………………………………………..**

BACS payment details are available on request.

**Invoicing Address**: Please forward an invoice to the following address (if different):

**I confirm that I have read and agree to the terms and conditions:**

**Authorised signature**

Name: Position:

Date: Contact number:

**Level 2 Introduction to First Aid for Mental Health**

**This booking is subject to the following terms and expectations:**

**Terms**

Any changes or amendments to the scheduled delivery dates of this training must be notified 28 days prior to the delivery date. Cancellations less than 28 days notice will be subject to a cancellation fee of 50% of the notified fee in this agreement.

Delegates that withdraw from the course prior to completing will not be entitled to a refund in course fees.

BASE reserves the right to cancel or amend the dates of scheduled events in the light of unforeseen circumstances. BASE will endeavour to accommodate any requested amendments or reschedule dates to meet the requirements of the Commissioner.

BASE, trading as Inclusive Trading CIC, collects personal information about each learner at enrolment. This information is uploaded securely to Highfield Qualifications who use it in the management of their accredited courses.