

CTCB-I Advanced Cleanroom Technology Course Booking Form

Please provide the date of the course that you are booking:	
Name of candidate:	
Company:	
Address for correspondence with candidate, please also include the email address for the applicant.	
Telephone:	Email:
Accounts contact name and address, if different from the above.	
Telephone:	Email:
<p>Terms of Business:</p> <p>Payment: Once invoices are presented, payment is required by the due date on the invoice (15 days from date of invoice). We are unable to reserve places on courses until full invoice payment has been made.</p> <p>Deferral or Transfer A deferral, due to unforeseen circumstances, can be arranged if more than <u>60 days' written notice is given</u>. Payment is still due on the invoice date. Transfer of a booking can be made without penalty if more than 60 days' notice is given.</p> <p>Course Cancellation If cancellations are made more than 60 days before the practical course and examination date, the full cost will be refunded minus £50 to cover the cost of admin fees).</p>	

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Terms of Business continued:

If cancellations are made less than 60 days but more than 30 days before the course and examination date, 50% of the course cost will be refunded minus £50.00 (to cover the cost of the admin fees).

It will not be possible to reschedule candidates, under any circumstances, if less than 30 days' notice is given.

No refunds will be given for cancellations made less than 30 days before the course's start date.

Signature of candidate or requestor:

Please print name here:

Date:

Please scan and return your completed and signed application form to enquiry@theccnet.org or post to Contamination Control Network, Knoll House, Knoll Road, Camberley, Surrey, GU15 3SY

Your place on any course is not guaranteed until payment has been received in full.

CCN cannot accept any liability for travel or other expenses incurred.