

Training Course Booking Form

Person making the booking	Title	Mr / Ms	Position	
	Name in Full			
	Company name			
	Address			
			Postcode	
	Telephone		Fax	
Email				

Booking information	Course title				
	Course date				
	Delegate details (please continue on a separate sheet if necessary)	Name	Mr / Ms		
		Job title			
		Email			
		Telephone			
Special requirement					

Payment	I wish to pay by	<input type="checkbox"/> Visa <input type="checkbox"/> Mastercard <input type="checkbox"/> Switch <input type="checkbox"/> Maestro <input type="checkbox"/> cheque <input type="checkbox"/> BACS
	Card type	
	Card number	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
	Card holder's name	
	Expiry date	
	3 digit security number	
	Authorised signature	
	Billing address	

Our Bank Details for BACS/CHAPS payments	Data Sound Ltd Natwest Watford Town Centre Branch Sort code: 60-00-08 Account No. 48669776
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All course books are subject to Data Sound Limited terms and conditions for the supply of services. By signing this form, you agree to be bound by these conditions.

Signed		Print name	
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Please send your completed form to:

Data Sound, 111-113 Fortis Green, London, N2 9HR, Fax: 08456 123221 Email: bookings@datasound.com

Cancellation / Transfer Policy

- The following course cancellation / transfer charges apply
 Less than 5 working days - full fee / 5-15 working days - 50% of full amount / More than 15 working days - 10% of full amount
- All courses are subject to availability
- Whilst every effort will be made by Data Sound Ltd to keep to the published dates and times, we reserve the right to cancel or reschedule an event or change its venue.
- Data Sound Ltd may use your information to keep you informed by post, telephone, email or other means about services which may be of interest to you. By providing us with your contact details, you consent to being contacted by these methods for these purposes. Please tick the box if you would prefer not to receive further communication from us