

## BOOKING FORM

### Manual Handling Awareness – 1/2 day course

Thank you for booking your course with Accrete. Your booking will be confirmed when we have received your completed form with payment details or purchase order.

**PLEASE READ CONDITIONS CAREFULLY**

1. Certification cannot be issued until payment for the course is received.
2. **A minimum standard of clothing consisting of short trousers, sleeved shirt and fully enclosed footwear and hat is required.**
3. Participants who have a current or historic problem with muscles or skeletal injuries should discuss the matter with Accrete prior to joining the course.
4. Cancellation must be received in writing no less than 5 working days prior to the course or the full cost of course will be charged.
5. Another participant may be substituted if the nominated person is unable to attend.
6. Accrete endeavors to run all courses but reserves the right to cancel or postpone a course.
7. Late arrivals will be accepted at the facilitators discretion, if refused will be classified as a late cancellation and charged accordingly.

Course Dates ...../...../..... to ...../...../.....

Participant	Contact Number/email address

Contact Details of person completing form: Name:.....  
 Email: ..... Ph: .....

Payment may be made via credit card or on account if prior arrangement is made.

<b>Credit Card Details:</b>	
Card Holder Name.....	Contact Number.....
Card Type - Visa <input type="checkbox"/> M'card <input type="checkbox"/> Bankcard <input type="checkbox"/>	
Card Number - _____	
Expiry Date - ___ / ___	
Signature: .....	
<b>Account Details:</b>	
Account Name:.....	Purchase Order No:.....
Postal Address : .....	
Contact Name : .....	Contact Number: .....

I confirm bookings on the above course, and in doing so acknowledge my understanding and acceptance of all conditions and requirements for this course

Name: .....  
 Signature:.....  
 Date:...../...../.....