

COURSE BOOKING FORM

SIMIAN SKILL LIMITED
Wallis House, Birchwood Park
Warrington, WA3 6FW
T: 0845 602 2418
F: 01925 822055
E: info@simian-risk.com
www.simian-risk.com



Course Title:

Course Start Date:

Course Duration:

Days

Course Fees:

(excluding VAT)

Per day/Person/Course (delete)

Simian Training Centre: Warrington

London

(Please tick as appropriate)

Company Name & Address

Onsite Training Address (if applicable):

Tele.no:

Name(s) of Attendees:

(Please print)

If booking for CISRS Basic and Advanced Inspection Training, D.O.B and NI Number is required.

PO No

Booked by:
(Print name)

Signed:

We accept, in making this booking, the terms and conditions of training stated below.

For Part Two Bookings trainee Scaffolders must have had six months since they have completed a Part One course. For Advanced Courses, Scaffolders must have held a Scaffolders card for 12 months. Please write dates and centre you took the courses in below to be checked by Simian. For part 1, 2 and Advanced Scaffold Bookings please provide name & date of birth for attendees, bookings may not be accepted without this information

Terms & Conditions of Training (Full terms and Conditions are available on request)

1. Bookings only accepted upon receipt of a completed booking form. If misinformation is on the booking form then money will be paid and course cancelled
2. Course fees must be paid at the time of booking, unless specific credit terms are agreed. Credit Cards incur a small charge.
3. We reserve the right to withhold training certificates and other related documentation until payment is made in full.
4. Cancellation Policy:
 - a. To cancel a course booking, cancellation must be made in writing to: The Office Manager, Simian Skill Limited, Wallis House, Birchwood Park, Warrington WA3 6FW.
 - b. Cancellation received within 30 days of the start date, a full refund of the course fee will be made.
 - c. Cancellation received before 21 days of the due start date a refund of 75% of the course fee will be made.
 - d. Cancellation received within 14 days of the due start date the full course fee is to be paid.
 - e. No refund will be made if attendees fail to attend the course or leave prematurely for whatever reason.
 - f. Simian Skill Limited reserves the right at its discretion to cancel, alter or re-arrange courses without liability. In such an event attendees would be offered alternative courses or a full refund.
5. We reserve the right to remove any attendee(s) from the course at any time, due to their conduct or behaviour (including substance abuse) and in the interest of other attendees, whether on the grounds of health and safety or other reasons.
6. A surcharge of 5% of the course fee shall be levied per calendar month from the date of invoice on outstanding monies due.
7. All fees quoted are subject to VAT at the current rate.
8. Where training is provided at your premises, a suitable room must be provided (not a site changing room or canteen area) which is available to others.
9. **ALL PAYMENTS MUST BE MADE PAYABLE TO SIMIAN SKILL LIMITED.**

SAFETY + TRAINING + ACCESS CONSULTANTS



Centre number 7044



Certificate No. 045329

