

WALSALL TRAINING CENTRE – COURSE BOOKING FORM.

WALSALL TRAINING CENTRE USE ONLY

Forename(s)								
Surname								
Date of Birth					1	9		
Address								
Post Code								

E-mail								
Tel No.								
Mobile Tel No.								

PLEASE TICK WHICH COURSE YOU ARE BOOKING ON:

Course	Cost	✓
Practical Plumbing Foundation Course. <i>(Weekdays) Monday – Friday (09.30 – 16.30) 5 days</i>	£299.00	
<i>(Weekends) Saturday & Sunday (08.30 – 17.00) 2 Weeks</i>	£399.00	
LEVEL 1 Basic Plumbing Certificate. <i>2 evenings per week 6.00pm – 9.00pm. (16 weeks)</i>	Price on request	
LEVEL 2 CITY & GUILDS PLUMBING 6129 (Technical certificate) <i>Available weekdays & weekends. Confirmed upon booking.</i>	Price on request	
BPEC GAS FOUNDATION COURSE (for new entrants) <i>(Evenings and Weekends) to be confirmed upon booking.</i>	Price on request	
BPEC Unvented Hot Water. <i>ONE DAY (Days and times to be confirmed upon booking)</i>	£150.00	
BPEC Water Regulations Course. <i>ONE DAY (Days and times to be confirmed upon booking)</i>	£150.00	
ENERGY EFFICIENCY Part L <i>ONE DAY (Days and times to be confirmed upon booking)</i>	£ 150.00	
APHC. Sanitation and Drainage <i>ONE DAY (Days and times to be confirmed upon booking)</i>	£ 150.00	
Disinfection of water systems (BPEC) <i>2 DAY (Days and times to be confirmed upon booking)</i>	£ 250.00	
Central Heating Course. (Weekends only) <i>Saturday & Sunday (08.30- 17.30)</i>	£250.00	
Power Flushing (central heating) <i>(One day course, confirmed upon booking)</i>	£125.00	
PART P Domestic Electrical Installer Qualification (5 Days) <i>(Mon – Fri 08.30 – 16.00)</i>	£795.00	
17th Edition Wiring Regulations CITY & GUILDS 2382 <i>16th / 17th Edition (UPDATE) 1 day</i>	£ 199.00	
<i>17th Edition Wiring Regulations (Full course) 4 days</i>	£ 449.00	
Portable Appliance Testing CITY & GUILDS 2377 <i>(One day course, to be confirmed upon booking)</i>	£250.00	

ALL PRICES SHOWN ARE SUBJECT TO V.A.T.

- A **£100.00** deposit must be paid with submission of this booking form, and the balance must be paid on or before your starting date. Unless a payment plan has been agreed by WTC. Start date to be confirmed upon availability.
- Cheques made payable to: **WALSALL TRAINING CENTRE LTD.**
- Please return completed booking forms to: **Walsall Training Centre, Unit C, Fenchurch Close, Birchills House Industrial Estate, Walsall. WS2 8LJ.**

**Please sign here to agree to the full terms and conditions, found on reverse of this booking form.
Booking forms will not be accepted without being signed.**

SIGNATURE:..... DATE.....

Terms and Conditions.

ALL COURSE FEES INCLUDE MATERIALS, TUITION, REGISTRATION AND EXAMINATION FEES, AND ALL BOOKS AND HANDOUTS, TO ACCOMPANY THE COURSE YOU WILL BE UNDERTAKING.

The booking procedure is as follows:

Provisional bookings may be made by telephone, mail or email.

A provisional booking must be confirmed by completing and returning a Walsall Training Centre course booking form, together with a deposit of £100.00. No later than 5 working days after making the provisional booking, failure to do so will lead to the provisional booking being cancelled.

On receipt of a booking form and deposit of £100.00 a booking will be confirmed and a place allocated on the requested course. And confirmed in writing, or by telephone.

The balance of any outstanding fees must be paid, on or before, your course start date.

Any payment plan options must be agreed by the appropriate centre manager.

Failure to pay any course balance fees, may result in your course being cancelled.

All prices shown on the booking form, are subject to change.

CANCELLATION AND REFUND POLICY

If a provisional booking has not been confirmed within 5 working days of the date the booking was made, then the booking shall have been deemed to have been cancelled.

If a confirmed booking is cancelled by written confirmation no less than 14 working days prior to the start date, then the cancellation will be accepted and any deposit paid will be refunded. Failure to do so will result in the forfeit of any deposits made. For all EAL, CITY & GUILDS and ASET courses, a charge will be incurred of 50% of the total course fee, unless cancelled in writing within 14 days prior to course start date.

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It is essential that students adhere to the Health and Safety policy maintained by Walsall Training Centre, and this policy will be issued upon commencement of any course.

In the event of illness, Walsall Training Centre, will where possible, provide extra lessons, or alternatively move you to the next available course, this is subject to a doctor's certificate being required.

Walsall Training Centre, will not be held responsible for any personal injury or loss / damage to personal property and vehicles, within, or around its premises.

Walsall Training Centre, reserves the right to cancel or re schedule any course that does not have a sufficient number of delegates to constitute viability or due to unforeseen circumstances beyond its control.

DATA PROTECTION ACT: THE DATA PROVIDED ON THIS FORM WILL BE USED IN ACCORDANCE WITH THE CURRENT DATA PROTECTION ACT. IT WILL BE USED BY WTC FOR CERTIFICATION PURPOSES AND CORESPONDANCE ONLY. THIS INFORMATION WILL NOT BE PASSED ON TO ANY OTHER 3RD PARTY.