**Emergency First Aid**

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| **Venue:**  **TBC**  Telephone: 01522 262370  Email: [info@fairviewsafetysolutions.co.uk](mailto:info@fairviewsafetysolutions.co.uk) | **Dates:**  Day 1: Friday 22 March 2024 |

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| **Start Time:**  Registration: 09.00  Course Start: 09.15 | **Finish Time:**  Day Closes: 16:00 (approximately) |

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| **Contact Details:**  Melanie Naylor  Fairview Safety Solutions  Telephone: 01522 262370  Email: [info@fairviewsafetysolutions.co.uk](mailto:info@fairviewsafetysolutions.co.uk) | **Instructor/Lecturer**  Fairview Safety Solutions |

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| **Food and Refreshments:**  Tea and coffee provided  Light snacks provided, please bring your own lunch. |

Applicant details:

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| Company Name |  | Number of attendees |  |
| Address |  | Contact number |  |
| Email |  | | |

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| **Payment method**  £99 Per Person  Please tick  All courses must be paid in full prior to attending. Certificates will only be issued upon receipt of cleared payment. | INVOICE | CASH | BACS |

Attendee details:

|  |  |  |
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| **Name** | **Telephone** | **Email** |
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The following terms and conditions are applicable to all public courses delivered by Fairview Safety Solutions Ltd.

1. In order to secure a place on the course the full course fee must be paid and terms and conditions signed.

2. All course fees must be paid 21 days in advance of the course unless agreed by prior arrangement.

3. Certificates will not be issued until full payment has been received and funds cleared.

4. In the event of you cancelling with more than 21 days in advance of the course, full payment will be refunded. In the event of you cancelling 14 days of the course 50% will be refunded. Cancellation in less than 7 days, no refund will be payable.

5. All online elearning courses are non-refundable.

6. In the unlikely event of Fairview Safety Solutions Ltd cancelling or re-arranging a course that you have booked and paid for, you will be entitled to a full refund.

7. In the event of you transferring to another course with less than 10 working days notice before the actual commencement date, a fee of £20.00 will be incurred to cover administration costs.

9. All prices quoted are exclusive of VAT.

10. Travel and accommodation is the responsibility of the delegate.

11. Fairview Safety Solutions Ltd reserves the right to charge the Client interest at two percent (2%) above the clearing bank base rate as well as £20.00 administration costs incurred for late payment of any invoice.

12. The copyright and other like intellectual property rights in all documents prepared or compiled by Fairview Safety Solutions Ltd for use in the delivery of training courses shall remain vested in Fairview Safety Solutions Ltd.

13.The Equality act 2010 ensures that awarding bodies make reasonable adjustment for people who are disabled under the equality act or will be substantially at a disadvantage in comparisons to someone who is not disabled. Fairview Safety Solutions can ensure that the correct procedures are followed to achieve reasonable adjustment in specific cases. Fairview Safety Solutions will need to be made aware if a delegate believes he/she can qualify for reasonable adjustment before the start of the course.

**Important Notice: By proceeding you are confirming that you have read, understood and you/your organisation agree with these terms and conditions.**

**A signature is required for classroom and inhouse based courses**

**Name**: **Company:** (if applicable)

**Signature:**  **Training Course:** Emergency First Aid

**Course Dates:** 22 March 2024

**Date:**  **No. of Candidates**: