



# Booking Contract



**Course Title** 3 Day Moving & Handling of People Instructor Course  
**Course Dates** 15th, 16th, 17th November 2022  
**Course Venue** Prism Medical, Huddersfield University, HD1 3DH  
**Course Times** 9am-4.30pm each day  
**Course Fee Per Attendee** £695 + VAT. This includes Certification & Course Booklet.

## Attendee Information

1st Attendee Name .....

Job Title .....

Attendee Email .....

2nd Attendee Name .....

Job Title .....

Attendee Email .....

Client Contact .....

Client Address .....

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Telephone No .....

Invoice Email .....

Invoice Address .....

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**Purchase Order No.** .....



## Contract Terms & Conditions

If you wish to cancel the course booking\* there is a cancellation charge of 100% of the course fee.

\*The course booking is the course that has been confirmed with this booking contract completed, with or without an official purchase order, signed by the company representative and then sent by email to Osteopathic Solutions Ltd

## Payment Terms

An invoice will be issued on the day we receive the booking confirmation. Payments are due before the 1st day of the Course. A weekly 10% of invoice Late Payment Charge is payable on all overdue balances. Payments are by BACS transfer. We do not accept cheque payments.

### Contact Acceptance

I/ we on behalf of ..... hereby accept the above Work Order and note that a binding Agreement now exists.

Date .....

Signature .....

Print Name .....

Position .....