

2006 CeMAP Academy Enrolment Form

*“Superbly simple but clear and in depth delivery”
“Excellent course, extremely well trained”
“Superb trainer – thank you. Made everything clear and simple”*

Please reserve me _____ places for the following CeMAP Academy Workshops in Gloucestershire.

You can opt for any course to suit you if you want only one.

If you want the whole Academy to benefit from the booking discount, you need to select both courses now. You'll notice there's about 7 weeks in between CeMAP 1 and the CeMAP 2/3 to allow for taking the exam and to study the CeMAP 2 syllabus. We can also enrol you on our special Ecourse to help you self study for the next exam.

If you're very brave you can do them together over two weeks, after all it's a free world. But you have to be very brave to do this, have lots of time to yourself and be highly motivated. Just mix and match to suit

2006

CeMAP 1

- ~~30th, 4st and 2nd December 2005~~
- 22nd, 23rd and 24th February
- 19th, 20th and 21st April
- 7th, 8th and 9th June
- 20th, 21st and 22nd September
- 22nd, 23rd and 24th November

CeMAP 2 & 3 Combined

- 12th and 13th January
- 10th and 11th April
- 15th and 16th June
- 20th and 21st July
- 30th November and 1st December
- 25th and 26th January 2007

Name/Company		Telephone No	
Email Address			
Postal Address			

I enclose a cheque, payable to Archer Training Ltd, for £..... £449 plus VAT (£78.58) i.e. £527.58 for the three-day CeMAP 1 Workshop. Price includes all training, refreshments, lunch, Revision Guide and Active Learning Workbook

I enclose a cheque, payable to Archer Training Ltd, for £..... £299 plus VAT (£52.33) i.e. £351.33 for the two-day combined CeMAP 2 and 3 Workshop. Price includes all refreshments, lunch, Revision Guide and Active Learning Workbook

Whole Academy booking **discount**. I want to save some money by pre-booking both courses in advance and enclose a cheque for £699 plus VAT (£122.33) i.e. £821.33. That's a tidy saving of £49. Tick this box if you want to do this.

I want to pay by **credit card/debit card** on line. Go onto our website and navigate to public courses and select CeMAP Academy. At the bottom you'll be able to buy online. Just tick this box if you have done this please.

Please read the few terms and conditions overleaf and then complete the form and send to us at the address below and we'll get your welcome email out to you ASAP.

A Few Terms and Conditions

1 Alterations

- 1.1 Archer Training Ltd reserves the right to change the venue and any other arrangements of the Course by notice to you. Archer Training Ltd will use its best endeavours to find comparable facilities in terms of cost, quality and location

2 Your Responsibilities

- 2.1 You are responsible for ensuring the security of your belongings and possessions while attending the course
- 2.2 You shall appraise yourselves of and abide by the safety procedures and regulations of the proprietors of the course venue

3 Payment Provisions

- 3.1 The Contract Price shall be as advertised or otherwise agreed between us in writing before commencement of the Course
- 3.2 You shall pay the full amount of the Contract Price at the time the Booking Form or Reply Slip is sent to Archer Training Ltd;
- 3.3 The Contract Price does not include:
- 3.3.1. transport to or from course venue unless otherwise stated;
 - 3.3.2. insurance;
 - 3.3.3. any other goods or services not expressly agreed in writing

4 Timescale

Archer Training Ltd shall not be responsible for any reduction in the number of Course hours or the Course content caused by factors beyond its control, including failure of you to comply with the Contract.

5 Complaints

- 5.1 If you have any complaints or are dissatisfied in any respect with the Course you should raise these immediately (and in any event within 24 hours) with Archer Training Ltd or any other representative appointed by it.
- 5.2 Archer Training Ltd will use its best endeavours to rectify any problems as soon as possible
- 5.3 Any complaint which Archer Training Ltd could not reasonably be expected to have rectified on-site shall be notified to Archer Training Ltd in writing within 14 days of the end of the Course

6 Cancellation

- 6.1 Archer Training Ltd may terminate this agreement with immediate effect on written notice if:
- 6.1.1. you default in payment of the Contract Price;
 - 6.1.2. you are declared bankrupt;
 - 6.1.3. you behave in such fashion as to endanger the lives or health of themselves or others
- 6.2 Archer Training Ltd may terminate this Contract at its discretion at any time by giving notice in writing
- 6.3 If you cancel the Contract at any time you shall forfeit the following proportion of the Contract Price:
- 6.3.1. Cancellation within 28 days of the start of the course 100%
- 6.4 If Archer Training Ltd cancels the Contract it shall refund all monies paid to you. If Archer Training Ltd cancels in circumstances beyond the control of either of us then you shall pay only the costs incurred by Archer Training Ltd.
- 6.5 In any event Archer Training Ltd shall use its best endeavours to minimise its costs on cancellation