



Highland Leisure Training

Course Booking Form



- Please note we no longer take provisional bookings
- Course Bookings will be confirmed by email once all appropriate paperwork and payment has been received
- Please forward Booking Form with payment to -

Highland Leisure Training, 18 Mackenzie Park Gardens, Inverness. IV2 3SU

Your Details

Full Name: _____

Contact Address: _____

Postcode: _____

Telephone: Home: _____ Mob: _____

Email Address: _____

Special Dietary Requirement: _____

Special Access/ Room Requirement: _____

Course Details

Course Title: _____

Course Venue: _____

Course Date(s): _____

Course Cost: _____

Payment:

Cheque Enclosed and made payable to '***Highland Leisure Training***

Invoice Please attach a copy of the Purchase Order with Booking Form

Cancellations Policy

- 1/ If a candidate cancels more than 14 days in advance, 25% of the course fee will be charged
- 2/ Cancellations within 14 days of the course start time will incur full course fee
- 3/ All cancellations must be received in writing
- 4/ If we can fill your space, we will give you a full refund
- 5/ The course may be cancelled due to less than 3 candidates booking. If so candidates will be notified 14 days prior to course start date and a full refund will be issued!