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**CPD workshop booking form**

I wish to reserve a place on the following course:

**“Understanding Child & Adult Bullying” [CPD17B] – Friday 24 March 2017 – 9.30am to 4.30pm**

|  |  |
| --- | --- |
| **Name** |  |
| **Address** |  |
| **Post code** |  |
| **Telephone / Mobile** |  |
| **Email address** |  |

**Payment**

**£80.00\*** per person – or **£50.00\*** per person for students, volunteer counsellors and volunteer supervisors – to include refreshments (tea, coffee and biscuits). If you are claiming the reduced rate, please let us know which agency you work for or the course you are studying …………………………………..…………………………………………

**\* ‘Early bird’ rate (for places booked and paid for by Friday 10th February 2017) £70 per person, £40 for volunteers and students)**

**I am paying £ ………. by: Electronic transfer Cheque**

For electronic payments, please pay Network Counselling and Training Ltd

Account number: 61440713 Sort code: 40-14-24 (Please quote your **name** and **CPD17B** for reference)

Please make cheques payable to **Network Counselling and Training Ltd**

**IF YOU HAVE ANY ACCESS OR SPECIAL REQUIREMENTS, PLEASE ADVISE US IN GOOD TIME SO WE CAN TRY TO ACCOMMODATE YOUR NEEDS.**

**Cancellation policy:** Please note that we require a minimum of **seven days’ notice** **of cancellation** before the date of the workshop, otherwise the full fee will be payable. No part of the fee can be refunded for non-attendance on the day.

**Please return your application form to:**

The Training Co-ordinator (CPD17B), Network Counselling & Training Ltd

Trinity College, Bishops Close, Stoke Hill, Stoke Bishop, Bristol BS9 1JP

**or by email to:** sue.woodhead-marsh@network.org.uk