

Seminar Enrolment Terms and Conditions

Payment Options:

Pay by cheque. Enrollment form becomes Tax Invoice on payment.
Electronic Funds Transfer – banking details are on the enrollment form.
Please enter school name in full when making payment and email notification of payment.

Confirmation:

Where an email address is supplied a confirmation email will be sent. If you want further information please call us. If the seminar is over subscribed you will be contacted.

Cancellation:

Cancellation advice must be received in writing. Cancellations received less than 72 hours prior to the seminar will be charged the full cost of the session as venue costs and catering are paid 7 days in advance. You are welcome to send a substitution.

Please note:

A minimum number of attendees are required for each seminar to take place. If numbers are not met, the seminar may be cancelled, therefore early enrolment is appreciated. If the seminar is cancelled, all enrolled schools will be notified by phone and/or email and money refunded in full.