

Booking Form 2021/22

Please photocopy this form for each course required and return.



Company details (please place 'x' in the appropriate choice box)

Company Name: _____ Member Non Member
Address: _____ CITB Levy No. _____

Postcode: _____
Tel No: _____ Email: _____
Booked by (CAPS): _____ Signature: _____

Course/Qualification to be booked

Course title	Date(s)	Choice of Location/Remote
_____	_____	_____

Delegate 1

Name* _____
NI No* _____ DOB* _____
Email** _____
1st Line of Home Address* _____
_____ Postcode* _____

Delegate 2

Name* _____
NI No* _____ DOB* _____
Email** _____
1st Line of Home Address* _____
_____ Postcode* _____

Delegate 3

Name* _____
NI No* _____ DOB* _____
Email** _____
1st Line of Home Address* _____
_____ Postcode* _____

Delegate 4

Name* _____
NI No* _____ DOB* _____
Email** _____
1st Line of Home Address* _____
_____ Postcode* _____

**This information is required to enable ARCA to claim grants on your behalf. **Required for remote training course*

Methods of Payment - Choose 1 of 3 methods (please place 'x' in the box of your chosen method)

- By Training Credits** Invoice address if different from above
- By Card** Please debit my VISA Mastercard Switch/Maestro for £ _____
- By Cheque** I enclose a cheque for £ _____ made payable to ARCA

Signature: _____ Date: _____ Purchase Order No: _____

By signing this booking form you are accepting the terms and conditions as stated on our website www.arca.org.uk/page/arca-training-terms-and-conditions. Please note: No delegate will be permitted to attend unless payment has been received in advance.

Please return this booking form by email to info@arca.org.uk or by post to
Unit 1 Stretton Business Park 2, Brunel Drive, Stretton, Burton upon Trent, Staffordshire DE13 0BY

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