## JOHN LLOYD

FINE CABINET MAKING & ANTIQUE FURNITURE RESTORATION

## Long Course Booking Form

On receipt of your booking we will send you confirmation, tool list and other details together with final payment instructions.

YOUR FINAL PAYMENT IS DUE NOT LATER THAN 6 WEEKS BEFORE YOUR COURSE BEGINS

Name	
Address	
Home Telephone	
Work / Mobile Telephone	
Email	
Date of Birth	
Please enrol me for (name of course)	
Preferred Start Date	
Do you require local accomodation details?	
Please send completed booking form together with your deposit of $\pm$ 1000, payable to JOHN LLOYD. If you would prefer to pay by credit/debit card, please telephone with your card details.	
<ul> <li>I enclose a cheque payable to john Lloyd as deposit on the above course</li> <li>I have paid the deposit by credit/debit card</li> <li>I hereby agree to the long course terms and conditions</li> </ul>	Where did you hear about John Lloyd?
Signed Date	Magazine Google Recommendation Facebook Other

John Lloyd Fine Furniture, Bankside Farm, Ditchling Common, Burgess Hill, East Sussex. RH15 0SJ Telephone 01444 480388 • Email info@johnlloydfinefurniture.co.uk

www.johnlloydfinefurniture.co.uk

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## **Long Course Terms & Conditions**

Payment of Course Fees	These must be made in full not later than six weeks before the course begins, to ensure your place on the course.
Cancellation of Bookings by Students	If you have to cancel your booking, please notify us as soon as possible by telephone followed by written confirmation. Please note that non-payment of the final balance of fees will not be assumed to imply cancellation. Course fee deposits are non-refundable.
Refunds	If you cancel more than six weeks before the start of the course and do not transfer to another course, any fees paid over and above the deposit will be refunded. If you cancel less than six weeks before the start of the course no refund is payable. If you fail to attend the course for the full duration no refund is payable. Deposits are non-refundable under any circumstances for confirmed bookings.
Course Cancellation by John Lloyd	John Lloyd reserves the right to cancel any course at short notice if it becomes necessary to do so. In that event, you will be notified as soon as possible, and advised of options for transferring to another course at no extra charge. If you prefer to withdraw your booking, a full refund will be made.
Insurance	We strongly advise you to take out insurance, which should include your health, your possessions and cancellation cover in case you have to cancel your course or leave early.

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