



Please write in BLOCK CAPITALS. Please use a separate sheet for each training event that you are planning to attend.

Bite Size Briefing Details	
Briefing Title:	
Date:	
Price:	£20.00
Your Details	
Title:	Mr / Mrs / Miss / Ms / Other...
Forename:	
Surname:	
Job Title:	
Organisation	
Phone No.	
Fax No.	
Business Address:	
	Postcode:
Disability Information	I do not have a disability <input type="checkbox"/>
	I have a disability <input type="checkbox"/>
	(if you have ticked this box please fill out the information below)
	Please contact me on:
	Preferred contact time:

Payment Authorisation	
To be filled out by your training officer or individual who approves the training budget	
Title:	Mr / Mrs / Miss / Ms / Other...
Forename:	
Surname:	
Job Title:	
Your Address:	
	Postcode:
I confirm that the course fee will be paid in full according to the terms and conditions of the company	
Signature:	Date:
Invoice Details	
Contact Name:	
Organisation	
Address:	
Returning the Form:	
By Email:	Please email the completed form to laura@practicesolutions-ltd.co.uk
By Post:	Ty Antur, Navigation Park, Abercynon, Rhondda Cynon Taff, CF45 4SN