



Perpetuity Training

Short Course Registration Form

How to make a booking:



Call our Training Team on +44 (0) 116 277 3313 or email training@perpetuitytraining.com with any enquiries. Our lines are open from 9am to 5pm Monday to Friday.



Complete the booking form and return via email to training@perpetuitytraining.com or post to Perpetuity Training Limited, 14 Cornwall Business Centre, Cornwall Road, Wigston, Leicester, LE18 4XH

Course Details					
Name of Course	Security Management / Managing Security Surveys / Risk, Crises & Disaster				
Date of Course					
Delegate Details					
Title		First Name		Surname	
Date of Birth				Contact Telephone	
Current Job Title					
Current Employer					
Email					
Dietary Requirements					

Correspondence Details		Invoice Details	
Please note all correspondence, including any course materials/certificates will be sent to the address below unless we are notified otherwise		Please add an invoice address if different to the Correspondence Address: If paying by card this address needs to be the registered address of the card.	
Name		Name	
Position		Position	
Company		Company	
Address Line 1		Address Line 1	
Address Line 2		Address Line 2	
Town		Town	
County		County	
Postcode		Postcode	
Country		Country	
Telephone		Telephone	
Email address		Email address	

Payment Information					
Course Cost excl VAT		£		Early Bird Discount: A 10% discount is available for all short courses that are booked and paid for more than 8 weeks in advance of the published start date of the course.	
10% Early Bird Discount		£			
Total excl VAT		£			
VAT at 20%		£		Total cost of Course incl VAT @ 20%	£
Method of Payment:	Card	ELCAS	Bank Transfer	Invoice	Cheque
If paying by card, please wait until you have received your invoice to call the office with your card details.					
Additional notes regarding payment: If there is anything additional about payment that you think we need to know (for example, the details of an organisation who are making part of the payment) please list it here:					

How did you hear about this Perpetuity Training course? (tick the option that most applies)					
Perpetuity Website			Flyer (Hard Copy)		
Security Institute Website			Email Flyer		
Internet Search			Armed Forces Resettlement Office		
Perpetuity Training Newsletter			Armed Forces Publication		
Security Institute Newsletter			Event: Please specify	Other: Please specify	
Through joining the Security Institute					
Employer Recommendation					
Colleague at work					
Networking with colleagues from other companies					
Previous Student					
I confirm that the above details are correct and that I accept the terms and conditions below.					
Signed:		Date:			

Terms and Conditions	
Bookings: All bookings should be accompanied by a signed and completed booking form. Payment: Payment can be made by cheque payable to Perpetuity Training Ltd, by Visa or MasterCard, or by BACS transfer. NB Payment is required, in full, within 30 days of booking. For bookings made within four weeks of the course, payment must accompany booking. Accommodation: Accommodation is not provided (unless otherwise stated) and is the responsibility of the learner. Cancellations: Cancellations will only be accepted in writing and are subject to a 50% administrative charge. However, no refunds will be made if a cancellation is received four weeks prior to the start of the course. Change of delegate: Should a delegate be unable to attend, a substitution may be sent at no extra cost, providing Perpetuity Training Ltd is informed of this in writing (for registration purposes) at least two weeks before the course is due to commence and any course eligibility criteria can still be met.	Course cancellation: Perpetuity Training Ltd reserves the right to cancel an event at any time, without liability, in which case all training fees will be refunded in full. However, Perpetuity Training Ltd cannot be held liable for any other expenses incurred by participants or their companies due to the cancellation. Changes to advertised details: Perpetuity Training Ltd reserves the right to change the venue/speakers/presentations at any time, with or without notice. Views and opinions: The views and opinions of the course tutors or attendees are their own and do not necessarily reflect those of Perpetuity Training Ltd. Disclaimer: The training and notes provided by Perpetuity Training Ltd cannot be utilised for the purposes of legal interpretation, and neither Perpetuity Training Ltd, its trainers or staff can accept responsibility for the actions of persons interpreting or acting upon the material in litigation. Nor can Perpetuity Training Ltd accept responsibility for any injury or loss as a result of relying on the training or training notes. All actions by an individual should be designed in relation to their specific circumstances, and where any doubts exist a specialist should be consulted.