

11 Connaught Road, Hove, BN3 3WB
01273 711258 / 07947 228020
www.asperger-training.com
info@asperger-training.com

Terms and conditions of Booking

In-house Training, Seminars, Presentations and Conferences

Confirmation of booking assumes agreement to these terms and conditions

Important: If when the trainer arrives at the venue, attendee numbers exceed the maximum agreed at the time of booking, a surcharge of £100 will be made to cover the inconvenience and additional on-the-spot work for the trainer. Although we are as flexible and will manage the larger numbers where possible, it affects the quality of the training as the course programme and materials will not have been prepared for that size of group. This condition has been regretfully added due to one too many instances of this occurrence.

Rates include materials, certificates, pre-course discussions and services of one or two trainers (as discussed).

Cancellation of the booking within 14 days of the confirmed training date will result in 75% of the training fee being payable by the client, plus any unrecoverable travel expenses.

Any pre-paid, unrecoverable travel expenses (such as flights, train tickets or hotels) will be payable regardless of the period of notice of cancellation by the client. We try to obtain cheap, advance tickets where possible and so may purchase these well in advance of the training date.

Travel expenses are payable at 2nd class rail fare for one or two trainers or mileage @ 40 per mile. Where applicable, flights may be used when cheaper or quicker than other methods. The choice of transport is at the discretion of the trainer.

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Accommodation costs are payable if distance to venue is too far to travel in one day. This will be agreed at the time of booking.

Cancellation by us - we will not be responsible for any venue or other costs incurred by the booking organisation. No charge will be made for any travel or other costs incurred by us.