

Ecopath with Ecosim CPD course

2nd – 5th February 2010

SAMS Research Services Ltd, Scottish Marine Institute, Oban, Scotland

COURSE BOOKING FORM	
Name	
Job title	
Organisation	
Address	
Postcode	
Country	
Telephone	
Mobile/Cell	
Email	
Special dietary requirements	
Special physical/visual requirements	
COURSE FEE	£587.50 (including VAT)
Do you require an invoice?	
Invoice address	
Payment details*	Credit card/BACS*/International Electronic Transfer
Please sign below to confirm you have understood and will abide by our Terms and Conditions, including our Cancellation Policy.	
SIGNED	DATE

*quote delegate's surname / invoice number if paying by BACS

SAMS Research Services Ltd
Terms and Conditions

FEES AND V.A.T.

All fees include course materials plus light refreshments and buffet lunch. The advertised course fee **excludes** VAT, which will be charged where applicable.

PAYMENT METHODS

Fees may be paid by credit card, via BACS from a UK bank or via International Electronic Transfer. Please quote invoice number & attendee surname when paying by BACS.

Bank:	Bank of Scotland
Address:	Station Road, Oban, PA34 4LL
Account Name:	SAMS Research Services Limited
Sort Code:	80-17-99
Account Number:	00464434
SWIFT Code:	BOFSGB21183
IBAN Number:	GB36 BOFS 8017 9900 4644 34

CANCELLATION POLICY

SAMS Research Services Ltd maintains the right to withhold the full course fee if cancellation is made within 30 days of the start date of the course. Partial refunds may be awarded at the discretion of SRS if notification of cancellation is received in writing more than 30 days before the start of a course.

SUBSTITUTES

Delegates may (without financial penalty) send a substitute, provided SAMS Research Services Ltd is notified in writing no later than four days in advance of the start of the course.

ACCOMMODATION

Courses are non-residential. Participants are responsible for booking their own accommodation.

SCHEDULE CHANGES

Course descriptions, including fees, are given in good faith. SAMS Research Services Ltd reserves the right to change course content, leader, location and fees, or to cancel a course. SAMS Research Services Ltd will not be held responsible for any fees/cancellation charges incurred by these changes.

INVOICES

On request, SAMS Research Services Ltd will provide a receipted invoice when payment has been received. Please note that no booking will be held until payment has been received in full. Invoices must be paid within 28 days of receipt or within 31 days of the start of the training, whichever is sooner.

PROVISIONAL BOOKINGS

SAMS Research Services Ltd cannot guarantee a place on the course until payment has been received.

ENQUIRIES

To discuss your training needs further, please contact:
Dr Clive Fox, Continuous Professional Development Office
Tel.: +44 (0)1631 559 423, Email: Clive.Fox@sams.ac.uk

PLEASE RETURN COMPLETED BOOKING FORMS BY EMAIL OR POST TO:

Laila Sadler, CPD Team, SAMS, Scottish Marine Institute, Oban, PA37 1QA, U.K.
E: Laila.sadler@sams.ac.uk T: +44 (0)1631 559 342