

# In Focus Training Course Booking Form

Please complete this form and send together with a cheque to:

In Focus Training  
150 Alcester Road  
Studley  
Warwickshire  
B80 7NT

<b>Course Details</b>	
Course Name:	Photoshop Elements Professional Level Editing
Course Date:	12 <sup>th</sup> April 2008
Course Location:	Arrow Village Hall, Arrow, Warwickshire

<b>Your Details</b>	
Delegate Name:	
Address:	
Postcode:	
Contact Tel No:	
E-mail address:	
Type of camera used:	SLR            Yes/No Compact      Yes/No Other Please Specify.....

<b>Payment</b>	
Payment must be made in full 28 days prior to course commencement date. Please make cheques payable to <b>G A Hodkin</b>	
Course Fee:	£75.00

## Terms and Conditions

In Focus Training reserves the right to improve the specification and format of its courses for the benefit of its customers without notice to the customer.

In Focus Training reserves the right to cancel or reschedule any course and will advise the customer as soon as this change is known. In Focus Training will use all reasonable endeavours to avoid changes of this nature. When this is unavoidable In Focus Training will refund in full all monies paid by the customer, or at the customer's option apply all monies to a rescheduled or alternative course.

**Cancellations and transfers**

Cancellations and transfers will only be accepted if made in writing and received at least four weeks before the start of the course. Later cancellations and transfers cannot be accepted and the full payment will remain payable.