



M-Y-P COURSE BOOKING FORM

**COURSE TITLE**

**DATE**

**VENUE**

**COMPANY DETAILS**

Company Name			
Company Address			
	Post Code		
Phone		Fax	
Job Title		Contact Name	
E-mail			

**DELEGATE DETAILS**

Title	Name	Job Title	Course

**METHODS OF PAYMENT**

*The course fee must be paid in full no later than 7 working days prior to the start of the course. Failure to receive course fees, means that MYP reserves the right to request payment from the delegate on the day of the course.*

- 1) Cheque enclosed (made payable to The Morley-Young-Partnership) for £650 + VAT  
Send to Smuker Hill House, Sedbusk, Hawes, North Yorkshire, DL8 3PX
- 2) Please invoice. Quoting Purchase Order Number \_\_\_\_\_

**I AGREE TO THE ABOVE AND TO THE CONDITIONS OVERLEAF**

<b>NAME</b>	
<b>SIGNATURE</b>	
<b>DATE</b>	
<b>POSITION</b>	



## **TERMS AND CONDITIONS OF BUSINESS**

### **Payment**

- 1.1) Payment in respect of service supplied inclusive of VAT, (where applicable) disbursements, and other incidental payments will become overdue 28 days after the rendering of an invoice in respect of the same.
- 1.2) In the event of payment falling overdue as referred to in clause 1.1 above the company will levy a penalty interest charge of 8% above the prevailing Bank of England base rate from the 31<sup>st</sup> day to payment of the full outstanding invoice and accrued interest charges.
- 1.3) In the event of payment falling overdue as referred to in clause 1.1 the company reserves the right to refrain from providing further services and equipment whether contractually agreed or not until full payment is made.
- 1.4) In the event of cancellation by the client within 10 working days of the contractual start date a sum equivalent to 10% of the outstanding job price will become payable forthwith. If cancellation takes place within 5 working days of the start date a sum equivalent to 20% of the outstanding job price will become payable forthwith. If there is failure to attend the course then a sum equivalent to 100% of the outstanding job price will become payable forthwith.

### **In The Event of Disputes**

- 3 In the event of a dispute between the company and client in relation to the contract (other than the contractual price) then the dispute shall be referred to an independent arbitrator mutually agreed between the parties, and the costs of the said arbitration shall be borne by the defaulting party, or apportioned accordingly if both parties are at fault.

### **Frustration**

- 4 In the event of the contract becoming frustrated for any reason the company shall render an invoice for the service and materials supplied to the date of the event leading to the frustration of the contract and payment of the invoice will be made in accordance with clause 1.1 above.

### **Dissatisfaction**

- 5 In the event that the client is dissatisfied in any way with the services or materials supplied by the company, the client is to write to the company setting out the nature of the dissatisfaction. If a resolution cannot be reached within a reasonable time the matter is to be referred to arbitration, in accordance with clause 3 above.

### **Misconduct**

- 6 The company reserves the right to remove any Client from any course or training at any time, if in the opinion of the company there is evidence of serious misconduct, or the continued attendance of the Client would not be in the interests of the Client, the company or other persons attending or supporting the training, whether for reasons of safety or otherwise.

### **Indemnity**

- 7 The Company accepts no responsibility for any loss, damage or personal injury incurred by the client whilst attending any course or training by the company.

### **Prices**

- 8 The prices quoted for the programmes are valid for 90 days. M-Y-P reserves the right to adjust these prices in order to meet their true cost outside this period