

# Training Booking Form: Food Safety



## Candidate Details

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Postcode: \_\_\_\_\_ Email: \_\_\_\_\_ Tel No: \_\_\_\_\_

Food Business at which you work: \_\_\_\_\_

Please indicate below which dates you are interested in attending and, if applicable, the numbers of people you would like to attend the course.

Date of course	Numbers of Attendees	Names of Attendees ( <i>print in capitals</i> )

## Cost

Training is delivered at £45 per delegate and includes VAT. Delegates will receive course materials, the assessment and certificate on completion.

## Booking Terms and Conditions

1. Newport City Council reserves the right to cancel or amend any courses. An alternative date will be offered where possible. Where this is not possible or acceptable a full refund will be given.
2. The course fee must be paid before the course starts.
3. Cancellations must be received in writing at least 5 working days prior to the date of the course. In this case where an alternative date cannot be offered a full refund will be given.
4. Refunds cannot be given for non-attendance.
5. Delegates must attend the full course to be able to complete the assessment and be awarded the course certificate.
6. Confirmation of your place on the course will be issued by email (or phone call where necessary)

## Declaration

I have read the details on this form and agree to the terms and conditions.

Signed: ..... Date: .....

## Payment Method:

**Cheque enclosed**

*(Payable to Newport City Council. Please write your business/personal name and the training date on the reverse of the cheque)*

**Bank Transfer**

**Reference for Bank Transfer** \_\_\_\_\_

*(Please include a clear reference that allows us to identify your specific payment)*

## Newport Account Details for BACS payments:

Account Name: Newport City Council Collection Account

Sort Code: 09-07-20

Account No: 05070406

## Please return this form with cheque payment (if appropriate) to:

NEWPORT CITY COUNCIL; Environmental Health; Food Safety Team; Civic Centre, Godfrey Road; Newport; NP20 4UR