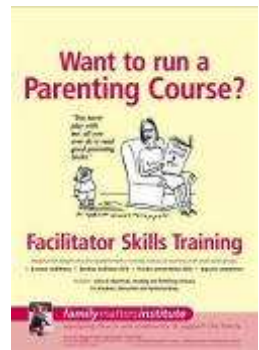


Booking Form

Want to Run a Parenting Course? Day 2 Accreditation at Level 3 with OCN

Please complete and return to Family Matters Institute, Moggerhanger Park,
Moggerhanger, Bedfordshire, MK44 3RW or fax to 01767 641515
at least 14 days before the course date.

Or complete the form and pay securely on-line at:
www.familymatters.org.uk/wrapc_book.php?day=2



Personal and Course Details
Delegate's Name
Date of Birth (Required for accreditation)
Home Address
Telephone Number
Facsimile Number
E-mail
Name of Organisation / Group
Role within Organisation / Group
Employment Status: Full Time / Part Time / Volunteer / Other (Please specify)
Date of Course

Special Requirements (Please describe)
Visual or auditory needs? Interpreter service? Disabled access required? Dietary requirements? Other special needs?

Additional Information
Date you attended 'Want to Run a Parenting Course?' Day 1
Have you facilitated at least one session of a parenting course? Yes / No
Have you observed an experienced parenting group facilitator? Yes / No
Do you require any further information re your Portfolio of Evidence? Yes / No Please give details:

Do you require further information to help you prepare for Day 2?	Yes / No
Please give details:	

PAYMENT OPTIONS :
We will send you an invoice whatever method of payment you choose. Costs are subject to VAT.*

I am sending payment for Day 2 of £127.66 plus Accreditation fee of £78.30, totalling £242.00 including VAT at 17.5%

or

I paid the cost of Day 2 & Accreditation when I booked Day 1.

or

I am sending a non refundable deposit of £38 and will ensure balance of payment for Day 2 & Accreditation is paid 14 days before date of course.

METHOD OF PAYMENT :

I am enclosing a cheque payable to **Family Matters Institute**

or

My Purchase Order Number is*

or

Please charge my credit / debit card with the amount indicated above *

CREDIT CARD NO. **EXP. DATE**

NAME ON CARD **START DATE** **ISSUE No:**

SECURITY CODE (last 3 digits on signature strip)

SIGNATURE OF CARD HOLDER :

* Address to which invoice to be sent / credit card billing address if different from above

Full refund given for 1 month's written notice: 50% refund for 1 month to 14 days written notice. No refund given for under 14 days notice, but substitutions may be made at any time. It is the delegate's responsibility to ensure they receive joining instructions; if you have not received instructions 1 week prior to the event, please contact us. We reserve the right to change venue and / or trainers and reschedule the date of the course.

Signed: **Date:**