

# Arboricultural Association Training Booking Form 2013

For Official Use Only		Arboricultural Association Training Booking Form 2013- Web Site	
Delegate Number	Application Number	Invoice Number	Acknowledgement Sent

Please return completed booking form to:

**Arboricultural Association**, The Malthouse, Standish, Stroud Green, Stonehouse, Glos. GL10 3DL UK

Tel: +44 (0)1242 522152, Fax: +44 (0)1242 577766, Email: [tiff@trees.org.uk](mailto:tiff@trees.org.uk), Website: [www.trees.org.uk](http://www.trees.org.uk)

Booking Form			
Event Name			
Event Date		Event Venue (as shown on events list)	

Delegate Information (Use a separate form for each delegate)			
Delegate Title		Name	
Delegate Contact Address			
Address Line 1			
Address Line 2			
Address Line 3			
Address Line 4			
		Postcode	
Delegate E-mail (for joining instruction)			
Delegate Phone number			
Delegate Mobile number			
Dietary Requirement			

Customer Information (For invoice and payment processing, if different from above)			
Company Name			
Company Address			
Address Line 1			
Address Line 2			
Address Line 3			
Address Line 4			
		Postcode	
Company E-mail			
Company Phone Number			
Company Contact Name (if not delegate)			
Are you registered for VAT?	Yes <input type="checkbox"/> No <input type="checkbox"/>	VAT Number:	

Please reserve a place for me on the above event for the sum of:

£
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**Note: If paying membership rate, please include Membership No:**  
(Fully paid up members only. Discounted rates exclude Ordinary member grade.)

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Signature:

Date:

- If completing this form electronically, we will use your submission email as confirmation of identity and intent.
- We reserve the right to cancel courses and refund applicants if there is insufficient demand.
- Full charge will be applied to any booking cancelled less than 10 working days before the event.
- Charges may be applied to changes made to bookings that have been received and acknowledged.

Payment method			
Please Tick Payment Method	<input type="checkbox"/>	Cheque – made payable to the 'Arboricultural Association' (must be enclosed with booking form). Please note that cheques are cleared before goods are processed.	
	<input type="checkbox"/>	Purchase Order (official document to be sent with the form)	
	<input type="checkbox"/>	Credit/Debit Card (please select type) MasterCard <input type="checkbox"/> Visa <input type="checkbox"/> Visa Delta <input type="checkbox"/> Maestro <input type="checkbox"/>	
	Name on Card		
	Card No		Security No. (mandatory)
	Valid from ____/____/____	Expires end ____/____/____	Issue No. (Switch only)