

How to ask for a Stretch Gift

Workshops with Giles Pegram

June 2012 (2 sessions)

**Venue: The Curzon Room, Institute of Materials, Minerals and Mining,
1 Carlton House Terrace, London SW1Y 5DB**

November 2012 (2 sessions)

**Venue: The Curzon Room, Institute of Materials, Minerals and Mining,
1 Carlton House Terrace, London SW1Y 5DB**

BOOKING FORM

(use separate sheet for each delegate)

Name			
Organisation			
Job Title			
Address			
Contact	Tel:	Email:	

Step 1: Please select (✓) the session you wish you attend

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Tuesday 12 June 2012		Monday 12 November 2012	
10.30 – 12.30	13.00 – 15.00	10.30 – 12.30	13.00 – 15.00

Step 2: Invoicing

Please invoice me (£150 + VAT for each delegate)

Give full details of invoicing address and addressee together with reference to be quoted or PO number if required

Step 3: In the first instance, please send this completed form, together with a covering email to Alison Burton (burtonarm@hotmail.co.uk). An invoice with payment options will then be issued.

Further information

- Requests for more information about the course should be emailed to giles@gilespeggram.com or telephone Giles on 07976 065074
- Giles will also be very happy to discuss the provision of in-house courses at discounted rates
- Coffee/tea will be available in the half hour preceding each session

Terms and Conditions

- Bookings will only be treated as provisional until full payment is received
- Bookings should be made by email with the completed booking form attached
- Bookings will be confirmed by email
- If the session requested is fully subscribed, alternatives will be offered if possible
- Booking fees are non-refundable but bookings may be transferred (please ensure full details of substitute delegates are sent to burtonarm@hotmail.co.uk)