

## Booking Form

### Business Foundation Day – 16<sup>th</sup> May, 18<sup>th</sup> June or 27<sup>th</sup> June

Please complete this simple booking form plus send payment of £165 to reserve your place to learn how to get the right balance between proper planning and getting the £s in with Abigail and Julia.

<b>Name</b>	
<b>Business Name &amp; start date</b>	
<b>Address</b>	
<b>Email</b>	
<b>Mobile</b>	
<b>Landline</b>	

<b>Description of business</b>	
<b>Business website (if already set up)</b>	
<b>Business areas you want more knowledge about</b>	

### Contact details:

Abigail Tripp: [abstripp@gmail.com](mailto:abstripp@gmail.com) or 07588 502615

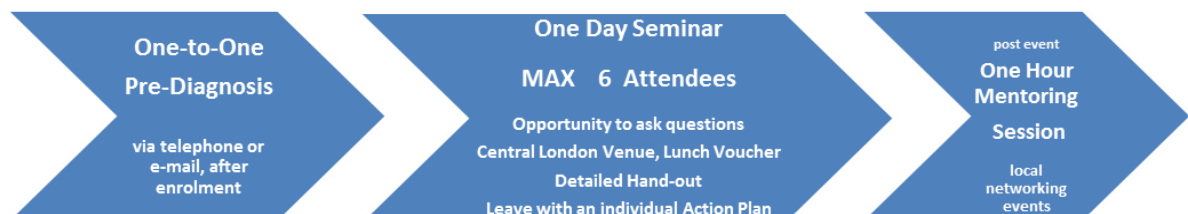
Julia Thrul: [juliathrul@gmx.net](mailto:juliathrul@gmx.net) or 020 7928 8339

## Payment Details and Terms

To reserve your place you must pay the full £165 per person 10 days before the course date (16<sup>th</sup> May, 18<sup>th</sup> June or 27<sup>th</sup> June) and post your signed booking.

<b>No. of places</b>	
<b>Date / £</b>	
<b>Payment method</b>	
<b>Cheque</b>	Payable to: ABS Communications Post to: Abigail Tripp ABS Communications 35 Cooper Close LONDON SE1 7QU
<b>Bank transfer</b> Please use BFD and your name as reference	ABS Communications Lloyds TSB sort code 30 18 25 account number 01540548 Alternatively contact Julia for her bank a/c details
<b>Refund</b>	If you cancel your place 10 days before the course you will receive a 90 % refund. We will retain a 10% administrative fee. If you cancel after this date the refund is discretionary depending on exceptional circumstances.

<b>Signature</b>	
<b>Name</b>	
<b>Date</b>	



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