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**TRAINING BOOKING FORM**

**Company Name** ………………………………………………………………………………………………………………

**Address** ………………………………………………………………………………………………………………………..

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**Telephone**.……………………………………………………………………………………………………………………..

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| **Delegate Name** | **Email address** |
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| **Course Name** | **Date** | **Number of places required** |
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If booking more than one course, please detail all courses that you would like to attend. To complete the BCC Foundation Award in International Trade, choose 6 courses. Please see our website for upcoming training dates.

**Prices are per person and exclude VAT**

* Accredited training course, full day face to face - £**320** members / £**380** non-members
* Accredited training course, half day face to face - £**190** members / £**250** non-members\*
* Accredited Web based training, full day - £**250** members **/** £**330** non-members
* Accredited Web based training, half day - £**170** members **/** £**230** non-members

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| \* Please note, that most of our half day courses are Web based until further notice.  We also offer private, bespoke training courses tailored to your individual needs at your own facility – for prices and date availability please send your enquiry to [export@mycci.co.uk](mailto:export@mycci.co.uk) |  |

**ADVANCE PAYMENT IS REQUIRED**

Please indicate below how you would like to pay – **Please ensure VAT is added to course prices.**

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| --- |
| **I would like to attend and my cheque for £………….. Is enclosed.** |
| **I would like to attend and I have paid £……………… by BACS:**  **Account name: Mid Yorkshire Chamber of Commerce & Industry Ltd**  **Sort code: 08-90-72 Account no: 68315737** |
| **I would like to attend and would like to pay £……………. by debit/credit card:**  **Please call the office on 01484 483660** |

**NOTES**

* **Advance payment is required - a VAT invoice will be issued. (Pro-forma invoices provided on request)**
* **All one-day courses include a light lunch and refreshments, except webinar based training (Please specify any dietary requirements).**
* **In the event of cancellation, 10 working days’ notice is required. Regrettably refunds cannot be given after this time.**
* **A discount is available for 3 or more delegates.**
* **Courses require a minimum of four delegates.**

**Please e-mail your booking form to**

[**export@mycci.co.uk**](mailto:export@mycci.co.uk)

**Or, post to,**

**The Mid Yorkshire Chamber of Commerce / MY Export Hub**

**1st Floor, Unit 3, Pennine Business Park,**

**Longbow Close, Bradley Road,**

**Huddersfield, HD2 1GQ**