



Pre-Retirement Planning workshop Participant Registration Form

Company Details

Company Name.....

Company Address.....

Company Contact.....
 Job Title
 Email Address
 Telephone Number.....
 Fax Number

Participant Details

PARTICIPANT NAME	SPOUSE Y/N	COURSE DATE	LOCATION

If you wish us to post individual joining instructions to each participant, please forward their addresses on a separate sheet.

Please inform us of any special dietary requirements or any access issues and we will put appropriate arrangements in place.

Payment details

Invoices are generated immediately upon receipt of bookings. Please send this booking form by post with a non refundable deposit of £100.00 for each participant. Cheques should be made to Oakwell Consultants Limited

Cancellation Details

Notice of cancellation is required as soon as possible. For cancellations made prior to one calendar month of the date of the course no surcharge is payable. Those made 2 week prior to the date of the course 50% of the fee is payable and for those made 1 week or less from the course date the full fee is payable.

Signature..... Name