



## Booking form

Title (Mr/Mrs/Miss/Ms)	
First Name	
Surname	
Address	
Telephone	
Mobile	
Email	
Occupation	
Date of Birth	

Course required	
Deposit Enclosed	
Full Payment enclosed	(Y) (N)
Standing order form required	(Y) (N)

Where did you hear about the school?
Previous training
Anatomy & Physiology exam taken: (Y) (N)

Cheques should be made payable to London Institute of Thai Yoga Massage.

Please read terms and conditions below, sign at the bottom then send payment with this form to:

Natasha de Grunwald  
Gina Conway Yoga studio  
Aveda Salon and Spa  
21-23 Wimbledon Hill Road  
SW19 7NE

Telephone: 07885 85 85 79

Email: [info@learntomassage.co.uk](mailto:info@learntomassage.co.uk). Website: [www.learntomassage.co.uk](http://www.learntomassage.co.uk)



## **Booking Terms & Conditions**

### Confirmed Bookings

When you make a full payment on application for a course, London Institute of Thai yoga massage will check the course status, and acknowledge its acceptance by e-mail or letter.

### Provisional Bookings

When you make a booking and pay a deposit, a place will be reserved for you on the course. A minimum of £300 is required on application, as deposit.

To retain your place on the course, you must pay the balance of the course fee 14 days prior to the course commencement date. This can be paid by cheque in the post or a cash online payment. All payments must be cleared 14 days before the commencement of the course.

You are liable for the payment of course fees in full, before the end of that training and regardless of whether you complete the training or not.

### Attending Instructions

Upon receipt of your booking, further details / instructions will be forwarded to you. If for whatever reason payment is not received, attendance at the course will not be permitted.

### Payment Terms

Payment is due immediately should the booking be made within 14 days of the course commencement date. All deposits are non-transferable and non-refundable for whatever reason.

All cheques should be made payable to London Institute of Thai yoga Massage.

London Institute of Thai Yoga massage will at their discretion, offer payment plans to enable students to pay the course fees. The student is liable for payment of course fees in full regardless of whether you complete the training or not. All payments must be paid on the agreed dates.

Only cheques which have 'cleared' will be treated as received. If you fail to make any payment when due, London Institute of Thai Yoga massage reserves the right to levy a late payment charge calculated at the rate of £ per month accruing daily from the date the payment becomes due.

### Certificates

When you have successfully completed a course you will be sent the appropriate level of certificate (diploma or certificate). Where courses are externally assessed and accredited, there will be a delay in you receiving the diploma certificate. This will be forwarded to you via post to the address held on our data base.

Should you need to change an exam time or postpone to a later date, this will also be subject to the current fees which are charged by London institute of Thai yoga massage.

### Cancellations

Cancellations will only be accepted if made in writing and received at least 4 weeks before the start of the course. Later cancellations cannot be accepted and the full payment for the course will remain payable.

### Course Changes

London Institute of Thai yoga Massage reserves the right to improve the specification and format of its courses for the benefit of all its students/applicants without notice. Tutors may be changed without prior notice in instances of unforeseen circumstances.

The location and date of the course will be as advised to you at the time of booking. London Institute of Thai yoga Massage reserves the right to change the location of the course and will advise you as soon as this change is known.

London Institute of Thai yoga Massage reserves the right to cancel or reschedule any course and will advise you as soon as this change is known. We will use all reasonable endeavours to avoid changes of this nature. When this is unavoidable London Institute of Thai yoga Massage will refund in full all fees paid by you, or transfer you to another rescheduled or alternative course.

### Resitting / Rescheduling Exams

In the unlikely event that you need to retake a subject you will be entered for the next available exam date. This will be subject to the current fees which are charged by the London Institute of Thai yoga massage.

### Warranty and Liability

You accept that it is your responsibility to verify that the courses you apply for are suitable for your requirements and that that you have the necessary level of competence and prerequisite qualifications where necessary to be able to achieve the objectives of the course.

London Institute of Thai yoga Massage liability for loss and damage shall be limited to a claim for damages. The maximum aggregate liability will be the charges for the course out of which the loss or damage has arisen. London Institute of Thai yoga Massage will not be liable for indirect, special or consequential loss (including loss of anticipated profit or data or for any expenses incurred with joining that course), howsoever arising, even if it has been advised of such potential loss.

It is also your responsibility to make sure that details held on our database are up to date and correct as all course information and certificates will be forwarded to the current details which are held.

London Institute of Thai yoga Massage reserves the right to ask a student to leave a course (without recompense) if in its opinion a student's behaviour is deemed not conducive to a team environment.

### Copyright

The copyright and all other intellectual property rights in all course materials shall remain the sole and exclusive property of London Institute of Thai yoga Massage. You undertake that you will not copy or permit the copying of course materials, nor disclose or permit the disclosure or sell or hire the same to third parties, nor use the same for running your own courses.

Please provide your signature below to agree to the terms and conditions stated above.

.....  
Date:.....