

## **Booking Terms & Conditions for Blue Sky Training Seminars & Events**

Completed booking forms online and requests for reservations create legally binding obligation to pay irrespective of attendance at the event.

**Payment** must be received prior to attendance and we reserve the right to refuse entry to any delegate who has not paid prior to attending the event.

**Cancellations** must be made in writing and no refund will be given for cancellations made within 5 working days. Substitute delegates can however be sent on the day.

If Blue Sky Training cancel the seminar a full refund will be given to all delegates.

**Requests to transfer** to attend a different seminar must be made in writing at least 5 working days prior to the date of the original seminar booked. Blue Sky Training will endeavour to meet the request if possible.

**If you have any queries regarding the Terms & Conditions please do not hesitate to contact Anna Harkness.**

