

**Your Details** 

## **CPD Booking Form**

Your Employer's Details

Company Name \_\_\_\_\_

Training Manager's Email Address

Company Registration Number \_\_\_\_\_

Training Manager's Tel. Number \_\_\_\_\_

Work Address \_\_\_\_\_

Training Manager's Name (Mr/Mrs/Ms/Miss)

Bookings can also be made **ONLINE** and **EMAIL**. Please see **reverse** for details.

Please complete all parts of the Enrolment Form in **BLOCK CAPITALS** 

Title (Mr/Mrs/Ms/Miss)

Date of Birth / /

First name(s)

Address \_\_\_\_\_

Home Phone \_\_\_\_\_

Post Code \_\_\_\_\_

Mobile Phone Work Address				
Work Phone	Post Code			
resources, will be sent to this email adaress.				
Email Address	Your Signature			
	I confirm that I have read, understood and accept the terms & conditions and privacy policy detailed on <a href="https://www.htftpartnership.co.uk">www.htftpartnership.co.uk</a>			
	Your Signature			
	Date			
	MARKETING POLICY – From time to time we would like to contact you with course information, news and offers which we think you might find useful. If you would prefer not to receive these please tick here			
Payment Option 1: Your Employer is Sponsoring You				
As employer of the student for whom this form is completed, we are responsible for pay Partnership have been granted in respect of the student and undertake to inform you in	is responsible for the payment of fees, please complete the following: ment of amounts due to HTFT Partnership on receipt of invoices, unless credit facilities with HTFT writing promptly of any change to this arrangement. We understand that we are fully responsible mination of employment or course cancellation). We confirm that we have read, understood and artnership.co.uk			
Employer Signature	Name			
Purchase Order Number				
Invoice Address (if different to work address above)	Contact Name			
	Post Code			



## **CPD Booking Form**

Individuals new to HTFT Partnership				
Taxation update	tbc	£75		
Accountancy update	10 <sup>th</sup> December 2016 (09:30 – 12:30)	£75		
Audit and Assurance update	11 <sup>th</sup> March 2017 (09:30 – 12:30)	£75		
Communication and Working effectively	10 <sup>th</sup> June 2017 (09:30 – 12:30)	£75		
All 4 core CPD courses		£250		
Individuals who have previously studied with HTFT Partnership				
Taxation update	tbc	£50		
Accountancy update	10 <sup>th</sup> December 2016 (09:30 – 12:30)	£50		
Audit and Assurance update	11 <sup>th</sup> March 2017 (09:30 – 12:30)	£50		
Communication and Working effectively	10 <sup>th</sup> June 2017 (09:30 – 12:30)	£50		
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Total cost	£			
Payment Option 2: Cheque / Online				
☐ I enclose a cheque for £	made payable to HTFT Partnership Limited			
☐ Bank transfer for £				
Bank Name: HSBC Bank account name: HTFT Bank address: 34 Popular Road, Solihull, West Midlands, B91 3AF Sort code 40-42-12				
A/C number 92317591 (Include your AAT ID number as a reference)				
$\square$ I would like to pay by debit/credit card (HTFT will invoice you for £)				

 $Please\ complete\ this\ form,\ scan\ it\ and\ email\ it\ to\ \underline{bookings@htftpartnership.co.uk},\ or\ visit\ \underline{www.htftpartnership.co.uk}$