

NOTES AND CONDITIONS

Cancellations: Cancellations should be sent in writing to the address below. Refunds will be made as follows:

75% refund up to six weeks before the course date
50% refund up to four weeks before the course date
25% refund up to three weeks before the course date
No refund up to two weeks before the course date

We reserve the right to cancel or change the date of the course if necessary. Complete refund will be given in these circumstances if necessary.

How to find us: A map will be sent on receipt of your registration form showing you how to find Tonbridge School or view on www.tonbridge-school.co.uk

Parking: Parking is available on the Quad. Please indicate on your registration form if disabled parking is required so that we can reserve a space for you.

How to book: By booking a course you agree to the conditions above.
Please return completed form with cheque or card details to

Emma Day
Tonbridge Professional Development
Tonbridge Services Ltd
Tonbridge School
Tonbridge
Kent
TN9 1JP

Letter of confirmation will be sent on receipt of the registration form.

For further information or if you have any queries please email ejd@tonbridge-school.org