**SHIBASHI TRAINING ACADEMY**

**shibashiacademyuk@gmail.com www.shibashitraining.co.uk**

**Debbie & Mark Gannon**

 **07958 353455**

**BOOKING FORM**

**Tai Chi Qigong Instructor Course**

**To reserve your place, please complete this booking form and send it to us along with your £100 non-refundable deposit. Your answers will help us plan ahead and to accommodate everyone as best we can.**

**If you have any doubts or questions then please contact us before booking.**

**The course is £620. The full balance is payable 1 month before the course start date. If you are booking within 1 month of the course then the full balance is payable immediately.**

**If you are posting this form please make cheques payable to D Gannon and send to:**

**D Gannon, The Shibashi Training Academy, 3 The Horsefair, Hinckley, LEICS, LE10 0AN**

|  |  |
| --- | --- |
| **Full Name** As you want it to appear on certificate |  |
| **Preferred first name** |  |
| **Address** |  |
| **Contact telephone number** |  |
| **Contact email address** |  |
| **Date of Birth** |  |
| **Are you a REPS member?**Please provide your REPS number |  |
| **Please let us know of any previous experience of Tai Chi Qigong** |  |
| **Please let us know if you have any health issues, this should not prevent you from attending the course but it will help us plan ahead** |  |
| **Please let us know if you have any additional needs that need to be catered for so you can attend this course** |  |
| **Please highlight the Tai Chi Qigong Instructor course that you wish to attend**  | **Spring Summer Autumn Winter** |
| **Please provide us with an emergency contact name and number for while you are on the course** |  |
| **PLEASE TICK OR INSERT AN ‘X’ IN THE ADJACENT BOX TO CONFIRM THAT YOU HAVE READ AND UNDERSTOOD OUR CANCELLATION POLICY** | **I have read and understood the cancellation policy****Inset an ‘X’ if returning by email……………………………………………..****Sign here if sending in the post………………………………………………..****Date** |

**Cancellation Policy**

**Shibashi Training Academy Qigong Instructor, 6-Day Course**

​*Our cancellation policy is designed to accommodate the worst case scenario. We understand that we are all human, life happens, unexpected things occur and we will always do our best to accommodate changes in circumstances but if we are unable to do so we have to revert to this policy.*

*We reserve the right to change our Cancellation Policy without prior notice.  This policy is kept under review and subject to change in line with changes and amendments to law and any events that require the policy is updated.*

**Cancellations by Shibashi Training Academy**

If the Shibashi Training Academy cancels the event, giving less than 7 days' notice, reasonable expenses incurred by you will be reimbursed in full against receipts and an alternative date will be offered. If you are unable to attend an alternative date, a full refund of the amount paid will be given.

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**Payment**

**Deposits** are paid to reserve your place at an event. Deposits are non-refundable. A booking form, signed by you, is also required. If you do not pay a deposit and send us a signed booking form you will not have a place at the event.

**The balance of the fee** is payable 30 days prior to the event.

If you do not pay the balance on time and have not made alternative arrangements with us your place on the event will be cancelled and you will forfeit your deposit.

**Cancellations by you**

**Cancellation by you up to 30 days prior to the course start date**

If you cancel your reservation before the full balance is due you will forfeit your deposit.

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​**Cancellation within 30 days of the course start date including failure to attend.**

Cancellations giving less than 30 days' notice including failure to attend cannot be refunded either in part or full.