

Close Protection Course Booking Form

Pre Course Assessment Yes No

Do you hold a full UK / European driving licence?		
Do you have any motoring convictions (Please give details below if yes)		

To assist us in supporting you during the course please tell if any of the following apply:

Dyslexia	Hearing Impairment	Visual Impairment	Mobility difficulty	Other
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Medical Conditions

It is a condition of booking that you declare any existing medical condition, injury or illness. Please give details below. If you are unsure please contact us prior to booking.

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Rehabilitation of Offenders Act 1974

Have you ever been charged, summonsed, convicted or cautioned for an offence or has an order been made against you by court or court martial.

YES NO

(If yes please log on to www.sia.homeoffice.gov.uk and contact an advisor prior to booking to ensure it will not affect you licence application)

Checklist

I have read, and understood the terms and conditions of booking.	
I have enclosed a photocopy of my passport.	
I have enclosed a photocopy of my full UK / European / International Driving licence (both parts front and back).	
I enclose a passport size photograph.	

How did you find out about us?

Recommended by a friend / colleague Internet Advertisement (please state publication)

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Payment and Booking Details

The course fee is £3,595 inclusive of VAT.

A deposit of £500 is required to reserve your place*. All cheques or postal orders should be made payable to Wilplan Training Ltd. Please do not send cash via postal service.

*If you are using your Enhanced Learning Credits we can not take payments until we are in receipt of your Claim Authorisation Note (CAN Form) as per ELC guidelines.

Once your deposit and application form is received and accepted we will send you confirmation and your course joining instructions along with a receipt for payments made. If you do not receive confirmation within 10 days please contact us.

I enclose the total amount of £..... I have paid by telephone the amount £.....

If you are a non UK resident you may need to apply for a Visa to attend the training in the UK and also to attend the training in Switzerland.

Due to Swiss Law we regret we are unable to train anyone in firearms from the following countries, the former Yugoslavia, Croatia, Bosnia-Herzegovina, Macedonia, Turkey, Sri Lanka, Algeria and Albania. Full information is available from the Swiss Federal Government website www.admin.ch.

Wilplan Training holds a zero tolerance policy with regards to alcohol, drugs misuse, violent or aggressive behaviour. All students are required to adhere to the company's policies and procedures. Any student who contravenes the above will be removed from the course and no refund will be offered.

Wilplan Training Ltd accepts no responsibility for loss of or damage to property arising from a student's own negligence.

Wilplan Training Ltd reserves the right to claim back charges imposed on the company for refurbishment, replacement of damaged equipment, property or vehicles caused by a student's neglect or misuse.

All outstanding course fees are to be paid a minimum of three weeks prior to the course start date. Failure to pay fees by the agreed time will result in your place being offered to another.

All deposits are non refundable. In the event that you wish to cancel your course or change your course date you must inform us in writing.

Payment of course fees confirms your acceptance of the terms of booking and terms of business details of which can be found on our website www.wilplantraining.co.uk

We reserve the right to charge a 3% surcharge on credit / debit card transactions.

In the event that we retain your data it will be processed in accordance with the data protection act.

Declaration

I confirm that the information given is accurate and that by signing below I agree to the terms and conditions of Wilplan Training Ltd.

Signature of Applicant

Date

Office Use Only

Received and accepted By: Signature	Deposit Received Signature	Joining Instructions Sent Signature
Full Payment Received and payment details. Signature		
Additional Information:		