**Hounslow Language Service Ltd**

Lampton School, Lampton Avenue

Hounslow, TW3 4EP

www.ealhls.org.uk



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| **Course/s Title/s** |  | | | | |
| **Date of Booking** |  | **Date/s of Course/s :** | | |  |
| **No. of Applicants** |  | | | | |
| **Names & Role** | Name/s | | Role | Year Group Subject | |
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| **School Contact** |  | | | | |
| **School name** |  | | | | |
| **Address 1** |  | | | | |
| **Address 2** |  | | | | |
| **Town** |  | | | | |
| **County** |  | | | | |
| **Postcode** |  | | | | |
| **Telephone** |  | | | | |
| **Local Authority** |  | | | | |
| **Delegate**  **e-mail address** |  | | | | |
| **Billing e-mail address** |  | | | | |
| **Booking and Cancellation Policy**  Acknowledgements are sent on receipt of a booking form. Final details of the course/conference will be sent to you prior to the event. **If you have not received a Zoom Link 2 days prior to the course, please get in touch as this is necessary for securing your place**. If the event is not viable, Hounslow Language Service Ltd. reserves the right to cancel or postpone it.  **Please make payment at time of booking: Sort Code 20-42-73/Account No. 63300501/Barclays**  All cancellations must be sent in writing as soon as the applicant is aware that they are unable to attend. The cancellation charges below shall apply:  **Please note amendments to our Cancellation Policy.**   |  | | --- | | **Any cancellations must be received, in writing, within 48hrs of your booking.**  **Refunds will not be possible after this period.** |   **Booking for this event implies that you agree to the above Booking and Cancellation policy.** | | | | | |
| **How did you hear about the course? Please underline one of the following:**  **Post By email Website**  **Others ………………………………………………………….** | | | | | |
| **For further information contact : Rehana Ahmed** [**rehana.ahmed@ealhls.org.uk**](mailto:rehana.ahmed@ealhls.org.uk)  **Tel no : 0208 538 1802 Mobile no: 0789 161 8408**  **Fax no: 0208 538 1803 E-mail address:** [**karen.kedem@ealhls.org.uk**](mailto:karen.kedem@ealhls.org.uk)  **(to return booking form)** | | | | | |
| **I agree to HLS Ltd using my email address for marketing purposes. I understand that this will be kept on file until I opt out or unsubscribe. Please see our website for our Privacy Policy.** | | | | | |

**Booking Form (Webinar)**