**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.**

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| **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****Tel no : 0208 538 1802 Mobile no: 0789 161 8408****Fax no: 0208 538 1803 E-mail address:** **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)**