

Winter 2012

- 8** Debt Matters: Make No Mistake *NEW COURSE*
- 1st February - London
- 20th February - Manchester
- 15th March - Birmingham
- 9** Welfare Benefit Matters: Make No Mistake *NEW COURSE*
- 9th February - London
- 28th February - Manchester
- 12th March - Birmingham
- 11** Essential Eligibility & Maximising Claimable Work *ESSENTIAL COMPLIANCE COURSE*
- 22nd February - London
- 22nd March - Birmingham
- 12** Supervision: Compliance & Practice *MOST POPULAR COURSE*
- 7th February - London
- 8th March - Birmingham

Please ensure you read the full course outlines before booking

Full day course 10am - 4pm

4.5 CPD hours

Voluntary sector £164.40 inc VAT

Private practice/Local Authority £228 inc VAT

Please complete 1 booking form per person. Photocopied forms are acceptable. Please write clearly

Delegate name

Organisation

Address

Postcode

Please provide us with telephone and email contact details. We will only use this to contact you about training.

Telephone

Email

Address for invoicing if different from above

Postcode

If you have any special needs ensure that you book at least 21 days before the course and we will do our best to accommodate them. Please let us know what they are.

A sandwich lunch with vegetarian options will be provided. Please let us know if you have any particular dietary requirements.

I am booking course/s at £ inc VAT

Order number We will invoice you with your booking

Return both sides of your booking form to:

CLS Support Training (ASA), The Foundry (Room 303), 156 Blackfriars Road, London SE1 8EN

CURRENTLY FAX FACILITY UNAVAILABLE (Dec 2011) Post or email: training@asauk.org.uk

Cancellations & Refunds

Any cancellations, alterations or course transfers made up to 21 days before the course will incur an administration fee of £25 + VAT

No refunds are available for cancellations made less than 21 days prior to each course

We can only accept cancellations in writing or via email to: training@asauk.org.uk

Courses may be cancelled if there are insufficient bookings to make the course viable.

The Advice Services Alliance (ASA) is a company limited by guarantee, registered in England & Wales no. 3533317. Registered office: New Bridge Street House, 30-34 New Bridge Street, London EC4V 6BJ. Charity no. 1112627.

For office use: Rec'd

d

e

Inv