

CLS Support 2010 Training

community legal service

Support

NEW

Financial Stewardship

New three-hour briefing sessions for senior personnel in private practice and not-for-profit legal aid suppliers.

Half day course 10am - 1.30pm

3 CPD hours

Voluntary sector £116.33 inc VAT

Private practice/Local Authority £186.83 inc VAT

3rd September - London

24th September - Manchester

1st October - Birmingham

NEW

Eligibility & Claimable Work

Combining two of the most essential contract skill areas: how to comply with all the eligibility requirements and, how to ensure that claims on file reflect the work you do. Suitable as a refresher for anyone who has not attended the full day versions and, for new contract caseworkers.

Full day course 10am - 4pm

4.5 CPD hours

Voluntary sector £152.75 inc VAT

Private practice/Local Authority £223.25 inc VAT

5th October - London

15th October - Manchester

22nd October - Birmingham

Remaining dates from the summer programme

Full day course 10am - 4pm

4.5 CPD hours

Voluntary sector £152.75 inc VAT

Private practice/Local Authority £223.25 inc VAT

Supervision - Compliance

19th August - London

Supervision - Practice

1st September - London

Effective Administrator 2010

8th September - Cardiff

Making Debt Work 2010

23rd September - Birmingham

16th September - London

30th September - London

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 on the full day course. 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

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.

Return both sides of your booking form to:

CLS Support Training, The Advice Services Alliance, 6th Floor, 63 St Mary Axe, London EC3A 8AA
or fax: 020 7398 1471 or email: training@asauk.org.uk

community legal service
Support

For office use:

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