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***Bridging Creative Therapies Consultancy***

*Director: Dr Lynne Souter-Anderson*

*35 Cootes Lane, Fen Drayton,*

*Cambridgeshire. CB24 4SL*

*Tel: 07510 684205*

[*www.bctconsultancy.co.uk*](http://www.bctconsultancy.co.uk)

***www.claytherapy.co.uk***



**Couples Work in Therapy: A Creative Approach - Booking Form 2019**

**Venue: Yelling Village, Cambridgeshire. Workshop times, Friday 9.30 am – 4.30 pm.**

Training series fee £297 – £39 deposit payable when booking each workshop. 4 weeks before each respective workshop an invoice is sent to participants for the remaining fee payable ie £60.

Refreshments & lunches included.

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **Workshop Title** | **Tick to book** | **Amount paid**  |
| Friday 15th March 2019 | Creative Kite Approach: holding & containing work skills & techniques |  |  |
| Friday 7th June 2019 | Developing & enhancing creative skills & embodied processes |  |  |
| Friday 6th September 2019 | Working with increased relational closeness in case work |  |  |

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Relevant Qualifications/Profession\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Special dietary requirements for catering\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please make cheques payable to **D L Souter-Anderson** and send with this booking form to:

35 Cootes Lane, Fen Drayton, Cambs. CB24 4SL.

If booking the full workshop series or payment through the BAC system please enquire for instalment payment details.

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**Cancellation of Courses/Workshops Policy**

*Written according to the Consumer Contracts Regulation, 2013*

**Day/Weekend Workshops Fees**

The workshop fee is due when the booking is made.

* Cancellation of a booking by the participant must be received in writing.
* Cancellations received less than seven days before the workshop will be subject to a cancellation charge of 50% of the stated workshop charge.
* Should cancellation happen on the day of the workshop there will be no return of the fee.
* Should the workshop be cancelled by Dr Lynne Souter-Anderson a full refund will be made.

**Course Fees**

Course fees are due in full at the time of enrolment.

* Cancellation of a booking by the participant must be received in writing
* Training courses cancellation charges:
* 16 – 12 weeks before the course: 25% of the fee
* 12 – 8 weeks before the course: 50% of the fee
* 8 – 2 weeks before the course: 75% of the fee
* Cancellations received less than fourteen days before the course start date will be subject to a cancellation charge of 100% of the stated course fee.
* Should a participant withdrawal before a course starts e.g. In the event of a severe health problem affecting yourself or close relative, a full refund will be made subject to satisfactory medical evidence.
* Should a participant withdraw from a course once the training has commenced there will be no return of the fee.
* Should a participant step-down from a course due to personal or family illness once the training has commenced the programme director will make reasonable arrangements for the participant to transfer to another course.
* Should the workshop be cancelled by Dr Lynne Souter-Anderson a full refund will be made.

*Refunds will be made using the same method of payment as used for purchasing within 14 days of the cancellation.*