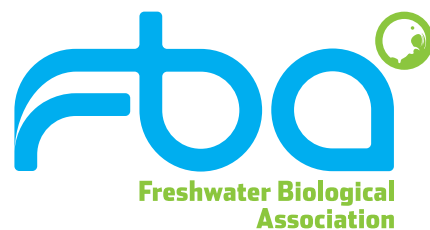


FBA Courses Booking Form



Please send all forms to:

**The Freshwater Biological Association,
The Ferry Landing, Far Sawrey, Ambleside, Cumbria LA22 0LP**

(Please note: places can only be guaranteed on receipt of a completed booking form, although provisional bookings can be made by phone or email.)

Title	First name	Surname	Course(s) you wish to attend	Date	Cost

Are you a member of the FBA? Y N

Correspondence details:

Address:		
Tel (day):	Tel (eve):	Email:

Payment:

Please refer to the specific course outline for the course cost

Full course fee(s)				Total		
No. People	<input type="checkbox"/>	@£	<input type="checkbox"/>	Per person	£	<input type="checkbox"/>

I enclose a cheque made payable to The Freshwater Biological Association. (£ sterling only)

Cheque no. _____ **Dated:** _____

Please charge my Visa MasterCard Delta Switch (issue no.) _____

Card no. _____ **Start date:** ____/____ **Expiry date:** ____/____

3 digit security code (can be found on the signature strip on the rear of the card)
This number can be telephoned, faxed or email to us separately if you prefer _____

Cardholder's address, (if different from above) _____

_____ Please tick if you would like a receipt

Travel and accommodation arrangements:

A list of local accommodation, taxi numbers, a map and directions is available on request.

Other requirements:

If a meal(s) is included please indicate any dietary requirements. _____

If you have a medical condition or a disability that may require special consideration for the course please indicate here. _____

Please see terms and conditions overleaf

By booking a place on a Freshwater Biological Association (FBA) course you are agreeing to abide by the terms and conditions as set out below.

The FBA reserves the right to amend these terms and conditions.

Terms and conditions:

Deposits and balance of payment

- A non-refundable deposit of £30 per person for a one day course and £50 per person for a course of two or more days is required to confirm course bookings. The deposit paid in respect of each course is accepted as a first instalment of the charge.
- Balance of payment must be received by the FBA, at least 28 days prior to the commencement of the course. Please note if your payment is not received by this time, the FBA reserves the right to cancel your reservation and your deposit will be forfeited.

Cancellations and transfers

- If you need to cancel your booking, please contact the FBA as soon as possible as there may be someone else who could take your place. All cancellations must also be confirmed in writing.
- If cancellation is made more than 28 days before the start of the course, any course fees paid, less the deposit, will be returned. If cancellation is made within 28 days, the course costs (less the deposit) will only be returned if a replacement delegate is secured.
- Every effort will be made to operate the courses advertised, but the FBA reserves the right to alter or cancel any course up to 14 days prior to its commencement.
- If the FBA cancels a course, a full refund, including the deposit, will be given. Individuals are responsible for the cancellation of any accommodation and travel bookings made.
- Every effort will be made to accommodate requests to transfer a booking to a different course or transfer a confirmed booking to another named person, although all requests must be made at least 28 days prior to the start of the course/s.

I agree to these terms and conditions:

Signed:

Date:

Contact details:

Freshwater Biological Association
The Ferry Landing
Far Sawrey
Ambleside
Cumbria
LA22 0LP

Phone: +44 (0) 1539 442468; Email: info@fba.org.uk; Web: www.fba.org.uk