

c/o Eastwick Partnership
6 Ardross Place
Inverness
IV3 5EL

E: info@scottishcivilstraining.co.uk

Jenny MacIver **Teri Urquhart**
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Terms & Conditions of Membership

In joining the group and booking training courses you confirm that you agree to adhere to the Terms and Conditions of the Scottish Civils Training Group as detailed below:

1. An Annual General Meeting and an Ordinary General Meeting are held every year and we ask for representation from each member company at a minimum of one meeting a year.
2. An Annual membership fee of £50 + VAT will be charged. This fee may be subject to change.
3. Payment for all training is to be made in accordance with the Terms and Conditions of the invoice.
Training certificates and/or associated scheme cards will not be issued until full payment is received. Failure to pay may result in membership being withdrawn.
4. For members to take advantage of subsidised training places there must be no monies outstanding against the member company.
5. Sufficient cancellation notice must be given for course bookings or charges will be incurred as follows:
14 + days = no charge / 13 -7 days = 50% course fee / Under 7 Days = full course fee or provider costs whichever is less.

All Training Enquiries to Eastwick Partnership c/o Eastwick Partnership
6 Ardross Place
Inverness
IV3 5EL

Teri Urquhart 07903 409055 / Jenny MacIver 07903 409056

All Accounts Enquiries / payments etc. to Meadowhill Accounts c/o Meadowhill
Accounts
30 Meadowhill, Newton Mearns
Glasgow, G77 6SX

Bart De Lombaerde – 0778 072 2298 bart@meadowhillaccounts.co.uk