

email: info@scottishcivilstraining.co.uk

Group Training Officers: Jenny & Teri - 07903 409055



www.scottishcivilstraining.co.uk

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 membership fee will be charged to all member companies and this is determined at the Group Meeting whether AGM or OGM prior to start of year. This fee may be subject to change.
2. 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 Failure to pay may result in membership being withdrawn.
3. For members to take advantage of subsidised training places there must be no monies outstanding against the member company.
4. 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.
5. Member companies will be expected to provide delegate data for the purposes of booking training courses and supplying accredited training bodies with relevant personal details. These details will be retained for the purposes of training and certification and will be deleted in accordance with data protection legislation.
6. Member companies will be expected to attend group meetings either in person or online to provide industry input into group training and funding decisions.

All Training Enquiries to info@scottishcivilstraining.co.uk

All Accounts Enquiries to accounts@scottishcivilstraining.co.uk