





**What you hope to gain from attending this course**

**Terms and Conditions**

The terms and conditions listed here cover booking confirmation, cancellation, refunds, accommodation and travel arrangements, and our fees schedule. Please see the Cru website *Courses and Workshops* page for full terms and conditions. We will send you a copy of the full terms and conditions with your invoice.

Confirmation: your booking is confirmed on 100% payment of the full invoice amount.

Cancellation: Cru Leader Development reserves the right to cancel any event up to 2 months before the start date, and if possible, an alternative date will be offered. Where there is no alternative date available, a full refund will be provided.

If you choose to cancel your place on a Cru course, the following cancellation fees apply from the date of the event:

36 working days or more prior to the event – no cancellation fee

35-21 working days prior to the event – 65% cancellation fee

20-0 working days prior to the event – 100% cancellation fee

Cru reserves the right to cancel a booking if full payment has not been received according to the fee schedule below.



Should a delegate be unable to attend for whatever reason, then at no additional cost, a replacement delegate from the same organisation may attend as long as Cru receives this notification prior to the commencement of the course.

Refunds: you may cancel a course booking at any time within 7 working days after the day the course was booked, providing the course has not actually commenced during that period. If you cancel during this period, you will be entitled to a full refund of the amount paid in respect of the course.

If you fail to attend all or part of a course, no refund will be paid.

Accommodation and travel arrangements: we recommend that you do not book travel or accommodation more than 2 months before the date of the course. Any bookings you make in connection with a course are between you and the relevant service provider. Cru Leader Development is not party to any such contract. Accordingly, all travelling and accommodation expenses are to be met by you and are not Cru's responsibility. Any cancellation charges for travel or accommodation are to be met by you.

Fee schedule: a deposit of £500 is required at the time of booking to hold your place. **The deposit is non-refundable after 7 days from the time of booking.** Full fees are due 35 working days prior to the first day of the course.

Please return this application form to [trevor@cruleaderdevelopment.com](mailto:trevor@cruleaderdevelopment.com)

**We look forward to working with you.**