

To: Ground Source Heat Course Registration,
 Holymoer Consultancy Ltd.
 8 Heaton Street
 Chesterfield
 Derbyshire S40 3AQ

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Holymoer Consultancy Ltd., in cooperation with
 Carbon Zero Consulting (a division of JDIH Water and Environment Ltd.) and
 Geowarmth Heat Pumps Ltd., are pleased to be able to invite you to

"An Introduction to Ground Source Heating and Cooling"

Professional Short Course, Tuesday 13th October 2009,
 Dunston Innovation Centre, Chesterfield, Derbyshire, S41 8NG

This course endorsed is by the Geological Society for
 Continuing Professional Development



Application for Participation

I wish to apply for a place on the short course "An Introduction to Ground Source Heat" to be held on 13th October 2009 at the Dunston Innovation Centre, Chesterfield, Derbyshire.

Name	
Affiliation	
Position in Firm	
Profession / Specialism	
Address	
Telephone	
Telefax	
Email	
Special dietary requirements*	

*A buffet lunch with standard and vegetarian options is included in the course fee

Applicants are offered the possibility of buying the book "An Introduction to Thermogeology: Ground Source Heating and Cooling" by David Banks and published by Wiley in April 2008, at a discounted price of £60 (recommended retail price £75). Subject to stock and delivery by Wiley, these will be distributed at the course on 13th October 2009.

This discounted price can only be offered to applicants whose application forms have been received prior to 30th September 2009.

Name.....

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Item	Cost	Subtotal
Please reserve me a place on the course	£190	
I am a member of the Geological Society of London. Please apply a discount of £20. My membership number is.....	£170	
I wish to purchase ___ copies of "An Introduction to Thermogeology" (prior to 30/9/09 only)	£60 each	
Total		

I enclose a cheque for a total of
 Cheques payable to "Holymoor Consultancy Ltd.". Payment may also be made by direct bank transfer. Please call Holymoor for further details.

I have read and accept the Terms and Conditions of application
 ("The Small Print", see page 2)

I require a hard copy receipt (otherwise a receipt will be sent by email).....

Signed..... Date.....

Communication

Communication with course participants will predominantly be via email. If you would prefer to receive further information or updates by post, please tick here:.....

Enquiries

Enquires (including alternative methods of payment) can be made to:
 Holymoor Consultancy Ltd. (01246-230068 or 07989-358295) at course@holymoor.co.uk
 or Libby Morris on 07761-213679

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Terms and Conditions: The Small Print

Places on the "Introduction to Ground Source Heating and Cooling" short course are limited to approx. 28. Places will be offered on a first-come, first-served basis and will only be reserved for participants on receipt of a course application form and payment of the course fee.

When the capacity of the course has been filled, any further applications or enquiries received will be placed on a waiting list. Places will then be offered to applicants on the waiting list in the event of cancellations on a first-come, first-served basis. No payment will be required by participants on the waiting list until the availability of a place has been confirmed.

In the event that a participant finds it necessary to cancel their attendance, a refund of the course fee will be offered for cancellations notified up to and including the 30th September 2009, subject to the deduction of a £45 administration charge. Cancellations received following 30th September 2009 will not receive a refund of the course fee [unless this be at the discretion of the organiser in the event that the course is full and alternative participants are available on the waiting list. In this case also, any refund will be subject to the deduction of a £45 administration charge]. Alternatively, in the event of cancellation, a participant may transfer his or her place to another representative of their organisation, at no charge.

Short courses organised by small consultancy enterprises, such as this, are naturally vulnerable to circumstances which affect the availability of the lecturers. While the organisers will do their utmost to ensure the satisfactory and smooth running of the course, there may be exceptional circumstances under which it becomes necessary for the organisers to postpone or cancel the course. In the unlikely event that this happens, a full refund of all course fees will be offered to participants (or, at the discretion of the individual participant, a place on the course on alternative dates). The organisers cannot, regrettably, undertake to refund associated expenses (for example, travel tickets or pre-booked hotel accommodation) that participants may have incurred, in the event of a cancellation. Participants are thus advised to make appropriate arrangements with carriers or hotels to cover the eventuality of cancellation, or to arrange appropriate insurances.

The organiser of the short course "An Introduction of Ground Source Heat" is Holymoor Consultancy Ltd.