

Terms and conditions for public training

This agreement is made between Michael Unwalla trading as TechScribe and the customer (you).

The parties agree:

1. Payment

You must make sure that TechScribe receives full payment 5 working days before the course date. Participants are not permitted to enter the training room if TechScribe has not received payment. Do not make accommodation or travel arrangements until TechScribe confirms that we have received your payment.

2. Refunds and substitutes

- a. Refunds are not given.
- b. If a participant cannot attend, you can send a substitute.
- c. If the course is cancelled, you will receive a full refund in less than 5 working days.

3. Timing

The course starts promptly at 9:15. Participants must arrive at least 15 minutes before the start time.

4. Intellectual Property

- a. TechScribe retains intellectual property rights on all material that we supply.
- b. All material is copyright and must not be copied.

5. Law

This agreement is governed by the laws of England.

6. Circumstances beyond Control

Neither you nor TechScribe is responsible for circumstances beyond our reasonable control.

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