



**Generations  
Working  
Together**

## Training Courses

### Booking terms & conditions

ICIL - £170 member & £195 non-member

### How and where to book

Please book your training places on the website at: [www.generationsworkingtogether.org](http://www.generationsworkingtogether.org)

An automatic confirmation email will be sent confirming your booking request along with an electronic invoice (should you require a hard copy please get in touch). Please note your invoice must be fully paid within 30 days or at least 7 days before the training date (whichever comes first). If the invoice is not paid within the time given your space may be given away to another trainee.

### Cancellation terms

In the event of you or your organisation cancelling this confirmed booking, the following refunds will apply:

1. Up to one full week before the event – full refund
2. Less than seven days' notice – no refund

### Payment terms

#### **PAY BY BACS**

**Please include your invoice number in your BACS reference.** Please email to let us know when you have completed payment.

Bank: The Cooperative Bank, 29 Gordon Street, Glasgow, G1 3PF

Account Name: Generations Working Together

Sort code: 08-92-99

Account number: 65773576

#### **PAY BY CHEQUE**

Please make your cheque payable to "Generations Working Together" and send to: Generations Working Together, Brunswick House, 51 Wilson Street, Glasgow, G1 1UZ.

**PAY BY CARD** – a link will be provided on the invoice

**PAYMENT TERMS** – payment terms are strictly net 30 days.

If you have any queries, please do not hesitate to contact us:  
[office@generationsworkingtogether.org](mailto:office@generationsworkingtogether.org)