



Golbourn Training Solutions

Training cancellation policy

If you are unable to attend the course you are booked on, you may substitute, by prior arrangement and after notifying us, someone else can attend in your place.

If you are unable to attend, and cannot or do not wish to give the place to someone else in, we **may** accept the transfer the cost of the course as payment towards a place on the same or another course that takes place within 12 months following the originally booked event. Such a transfer will be on condition that we are informed in writing of your intentions four weeks prior to the originally booked event. Bookings can only be transferred once.

If you are unable to attend, and not in a position either to transfer your place to another person or to another event, then cancellation charges will apply.

Please note that full payment is required for non-attendance on a booking that has been transferred.

If you have any further questions about our cancellation policy, please contact us at enquiries@golbourntrainingsolutions.co.uk