Delegate Details

SSG Training Course (Classroom)

Thank you very much for your course booking. We would be grateful if you could provide us with the following information at least 10 working days prior to the course start date. If you have any queries relating to this, please contact the training administration team on 01752 201616.

Once complete, please return this form to bookings@ssg.co.uk

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| --- | --- |
| Company Details | Course Details |
| Company Name |  | Course Title |  |
| Contact Name |  | Course Date(s) |  |
| Contact Number |  | Course Start Time |  |
| Contact Email |  | Course Venue |  |

Delegate Pre-Requisites

Reasonable adjustments / Access requirements (RA) - details of any delegates with particular learning needs, disabilities, medical conditions who will require additional support during the course / assessment

Dietary Requirements (DR)– for courses at SSG venues, where lunch and refreshments are provided, please advise any specific dietary requirements for your delegates

|  | Full Name  | Occupation |
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| Reasonable Adjustments / Access Arrangements / Dietary Requirements for delegates |
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| Information collection and use  |
| * SSG - For information explaining how SSG use data collected, please refer to our privacy policy located online at <http://www.ssg.co.uk/about/dataprotection.php>
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| Any additional information you may wish to provide |
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