

Training Terms and Conditions

Booking an Event

Bookings should be made by submitting the booking form at www.ttcmobileworld.com or, where required by the customer, provision of an official purchase order. TTC Mobile World will confirm all course bookings within 3 working day.

Bookings are subject to availability at the time a request is received.

VAT

All fees quoted are exclusive of Value Added Tax which will be added to the amount shown at the ruling rate.

Payment Terms (Classroom Courses)

For classroom based courses an invoice will be issued at the time of booking. Payment is due the earlier of 28 days from the date of invoice or three weeks prior to the course start date. Payment is due immediately where the course start date is less than three weeks from the date of booking. Payment may be made by bank transfer, debit or credit card or PayPal. Attendance may also be granted through the provision of a company purchase order. Where payment or purchase order is not received within the specified period TTC Mobile World reserves the right to cancel the booking.

Cancellations and Attendance Deferrals (Classroom Training)

Any request to cancel a booking or defer attendance to a later course must be made in writing and be received by TTC Mobile World at least three weeks before the start of the booked course. In this event TTC Mobile World will refund any course fees received, or allocate any money paid to a later scheduled course.

Within three weeks of the scheduled course start date cancellations or requests to defer course attendance cannot be accepted and are subject to payment of 100% of the course fee. Course fees will remain payable. No refund will be given. Money paid can not be allocated to a later scheduled course.

TTC Reasonable Adjustments Policy

TTC recognises that some candidates require alternative arrangements for their training. This may be the result of a disability, medical condition or for candidates whose native language is not English. Candidates should familiarise themselves with this policy. Candidates who require assistance or reasonable adjustments must apply no later than two weeks before the examination date.

Course Content Changes

TTC Mobile World Ltd reserves the right to improve the specification and format of its courses for the benefit of its customers without notice to the customer.

Event Scheduling Changes

TTC Mobile World will use all reasonable endeavors to avoid changes to course dates. TTC Mobile World does however reserve the right to cancel or reschedule any course where necessary and will advise the customer as soon as this change is known. When this change is unavoidable TTC Mobile World will refund in full all monies paid by the customer, or at the customer's option apply all monies to a rescheduled or alternative course.

Event Location Changes

TTC Mobile World Ltd will use all reasonable endeavors to avoid changes to the location of the advertised event venue. TTC Mobile World does however reserve the right to change the location of the course in unavoidable circumstances within a 10 mile radius of the originally scheduled location.

Warranty and Liability

The customer accepts that it is their responsibility to verify that the courses are suitable for the requirements of the delegate attending a particular course and that the delegate has the necessary level of competence to be able to achieve the objectives of the course. TTC Mobile World's liability for loss and damage shall be limited to a claim for damages. The maximum aggregate liability will be the charges for the course out of which the loss or damage has arisen. TTC Mobile World will not be liable for indirect, special or consequential loss (including loss of anticipated profit or data), howsoever arising, even if it has been advised of such potential loss.

Copyright

The copyright and all other intellectual property rights in all course materials shall remain the sole and exclusive property of TTC Mobile World. You undertake that you will not copy or permit the photocopying of course materials, nor disclose or permit the disclosure or sell or hire the same to third parties, nor use the same for running your own courses.