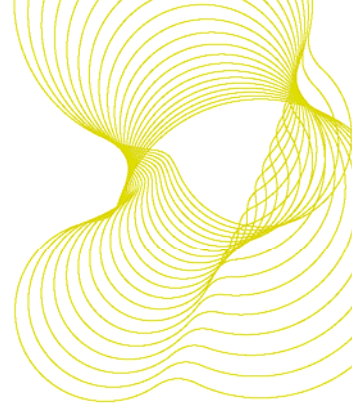






1. BRE Global means BRE Global Limited (registered in England, No 3548352) whose registered office is at Garston, Watford, Hertfordshire, WD25 9XX.
2. All BRE Global course literature and presentation material is subject to BRE Global copyright and may not be reproduced without the written permission of BRE Global. Trainees may not use, or allow to be used, the training material to develop and offer products and services which compete with those of BRE.
3. BRE Global:
  - shall provide all such training, documentation and guidance as is necessary to ensure that the trainee can reasonably expect to obtain qualifications (if any) associated with the training course, and warrants to the trainee that the training will be undertaken using reasonable care and skill;
  - will accept no liability for any losses incurred in the event of any changes to government legislation or policy;
  - may perform the training using any other subsidiary of the BRE Trust.
4. BRE Global reserves the right to:
  - decline the registration of any trainee it deems might have difficulty succeeding in the training, and refund any fee that has been paid;
  - at reasonable notice, reschedule training courses if necessary; in this case, BRE Global will offer an alternative date, or a full refund will be made. BRE Global will accept no responsibility for any abortive travel or accommodation costs;
  - refuse admission in the event of misconduct or abusive or disruptive behaviour by the trainee before the training course commences or during the course;
  - refuse admission if fees are not paid and received by BRE at least 7 days in advance of the start of the training course.
5. BRE Global its employees and agents agree to maintain as confidential and not to use or disclose to any third party any information derived from the trainee in connection with the training without the consent of the trainee except where it is necessary to enable BRE Global to perform its training and retain its accreditation.
6. BRE Global does not guarantee the success of the trainee in obtaining qualifications (if any) associated with the training course, and can accept no responsibility, nor will there be any refund of fees, in the event that the trainee fails to obtain the qualifications (if any) associated with the training course.
7. The trainee:
  - shall ensure that the training services are suitable for their needs, and shall ensure that they have a reasonable background knowledge and expertise to understand the course material;
  - shall not do anything that may bring BRE Global into disrepute.
  - shall not, without BRE's prior written consent, use the names BRE, BRE Global, Building Research Establishment or any other name used by the BRE Group of companies or suggesting an association with these companies;
  - shall pay to BRE Global the fees set out in the booking. These fees must be received by BRE at least 7 days in advance of the start of the training course;
  - except in respect of death or personal injury, will look only to BRE Global (and not to any individual engaged by BRE Global, including any directors of BRE Global) for redress if the trainee considers that there has been any breach of these Conditions. The trainee agrees not to pursue any claims in contract, tort (including negligence) or for breach of statutory duty against any individuals working for and on behalf of BRE Global in carrying out its obligation under these Conditions at any time, whether named expressly in the Conditions or not.
8. Trainee substitutions can be made without incurring a penalty provided these changes are made in writing at least 7 days before the Training start date. If a trainee wishes to make a substitution within 7 days there will be an administrative charge of 25% of the course fee.
9. Requests to transfer from one training date to another must be made in writing and received at least 28 days before the event, or cancellation charges will apply. BRE Global will try to offer a place on the same course (subject to availability), however attendance must be within six months of the original course date.
10. For cancellations made in writing the following refunds will apply:
  - Over 28 days before the event, a full refund of course fees;
  - 14 to 28 days before the event, a 50% refund of course fees;
  - 14 days or less before the event, no refund.
11. Where BRE Global is required to access the property of the trainee for the purposes of carrying out training then the trainee's organisation shall provide unhindered access together with all relevant working facilities required by BRE Global and shall provide safe access and a safe working environment which complies with all health and safety law requirements.

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**PLEASE RETURN THIS COMPLETED FORM TO:**

**BRE Global Training & Events**

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