

Masterclass Application Form

Date of Masterclass you are applying to attend:

Title of Masterclass you are applying to attend:

Thank you very much for your interest in applying for a place on a Yeomans Masterclass.

In order to make your application please complete the relevant sections of this form and return your completed form to Claire Fuller (Marketing Manager) at claire.fuller@weareyeomans.co.uk

Please Note: Spaces for Yeomans Masterclasses are allocated on a first come, first served basis so we advise submitting your application as soon as possible and **no less than 7 working days** before the date of the Masterclass you wish to attend.

Applicants will be notified whether their application has been successful as soon as possible (or a minimum of 4 working days before the Masterclass). Full payment will be requested (where required) by invoice at this point.

Unless stated otherwise in the course description:

- All Masterclasses take place at Yeomans Head Office - Suite 1, Branbridges Industrial Estate, East Peckham, Kent, TN12 5HF
- All Masterclasses run from 10:00-15:30
- The full price of a place on a Yeomans Masterclass is £150 (+VAT)

SECTION 1: ABOUT YOU / YOUR ORGANISATION (to be completed by all applicants)

1. Name of your organisation:

2. Your name:

3. Contact Telephone:

4. Email:

5. Please tick the appropriate box to confirm which type of place you are applying for:

- a. I am applying for a paid place (rate is £150 + VAT, unless otherwise advised)

Please note: Discounted rates are available for additional attendees, or attendance at more than 1 masterclass per year – please discuss this with us when arranging payment (Please continue to complete section 3)

- b. I am applying for a Yeomans grant to cover the cost of my place (please complete sections 2 and 3)

SECTION 2: TO BE COMPLETED BY GRANT APPLICANTS

Yeomans has a limited discretionary fund available to assist applicants who may not otherwise be able to attend this masterclass. In order to be considered for grant assistance applicants are asked to complete the following questions to demonstrate the need and likely benefit of assistance.

6. Please provide brief details of any activities your organisation currently undertakes that relate to the subject of this Masterclass:

7. Please describe how you think this Masterclass will benefit you and your organisation?

8. What do you intend to do with your learning as a result of the masterclass?

SECTION 3: TO BE COMPLETED BY ALL APPLICANTS

Booking and cancellation terms:

Spaces for Yeomans masterclasses are strictly limited and for this reason we operate the following booking policies regarding non-attendance or cancellation.

- In the event of Yeomans cancelling a Masterclass – any delegate payments will be refunded.
- If a confirmed delegate is unable to attend a Masterclass they have booked onto, they may transfer their place to another attendee from the same organisation for no extra charge
- If a confirmed delegate cancels their place (without a substitution) within 1 week of the course, or does not arrive on the day, they will receive no refund, or, in the case of grant recipients, they will be charged the full course rate as advertised in the masterclass description

Please note: Any cancellations must be made in writing and will be deemed as received on the date that they are acknowledged by Yeomans. Please sign to confirm your wish to apply for a space on this Masterclass and your agreement of the above non-attendance/cancellation terms.

Signed:

Date: