

# ATLAS Accreditation Refresher Session BSEN 62305: 2011



**BEST Offices, Manchester  
September 2018**

ATLAS is delighted to announce an accreditation refresher session to update your knowledge on BS EN 62305:2011, the recognised British Standard for the design, installation and testing of lightning protection systems.

The Accreditation Session is designed to refresh your knowledge of the BSEN 62305 standard, and to renew your accreditation certificate.

## Gain Accreditation

The course will feature one day of training and a day for the examinations the following week. Candidates who successfully complete the examination will receive an accreditation certificate valid for five years.

### Course Details

The Accreditation Refresher Session will take place on:

**Friday 21 September – Training Course**

**Friday 28 September – Examination**

**BEST Offices, Alma House, Grimshaw Lane, Middleton, Manchester, M24 1GQ**

For ATLAS members, each accreditation refresher session is priced at:

- **£240** (£200 + VAT) (training and examination parts 1 – 3)
- **£264** (£220 + VAT) (training and examinations parts 1 – 4)

**To refresh your part 4, there will be an extra set of questions to answer at the end of the examination.**

### Book Now!

To book places on the Accreditation Refresher Sessions, please complete the booking form overleaf and return with payment to ATLAS at [info@atlas.org.uk](mailto:info@atlas.org.uk). If you would like to book more than 4 places, please contact us directly to check availability.

**Please note that ATLAS no longer offers this course to non-ATLAS members, unless you have a membership application in progress.**

# ATLAS

ATLAS

6-8 Bonhill Street, London, EC2A 4BX

0844 249 0026 | [info@atlas.org.uk](mailto:info@atlas.org.uk) | [atlas.org.uk](http://atlas.org.uk) | [@ATLAS\\_Office](https://twitter.com/ATLAS_Office)

Registered in England No. 5026089. VAT Registration Number: 245 6019 69

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## Company Details

|   |  |
|---|--|
| <b>Company Name</b>   |  |
| <b>Contact Name</b>   |  |
| <b>Telephone</b>  |  |
| <b>Purchase Order No. (If required by your accounts system)</b> |  |
| <b>Email</b>  |  |

## Candidate Details

| <b>Name</b> | <b>Email Address</b> | <b>Training Required</b><br><i>(please tick as appropriate)</i> |
|-------------|----------------------|---|
|             |                      | Training and examination parts 1 – 3                            |
|             |                      | Training and examination parts 1 – 4                            |
|             |                      | Training and examination parts 1 – 3                            |
|             |                      | Training and examination parts 1 – 4                            |
|             |                      | Training and examination parts 1 – 3                            |
|             |                      | Training and examination parts 1 – 4                            |
|             |                      | Training and examination parts 1 – 3                            |
|             |                      | Training and examination parts 1 – 4                            |

*If any candidates have any dietary or other requirements that we should be aware of, please let us know when you submit this form.*

## Payment

An invoice for the amount of £\_\_\_\_\_ will be raised in the company name listed on receipt of this booking form and sent to the email address listed above.

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## Terms and Conditions

Your place will be confirmed upon making this booking but payment must be received at the latest 30 days from receipt of the invoice date or **in advance** of the training course, whichever is the sooner and regardless of booking date. Payment can be made as follows:

**BACS:** ATLAS, Barclays Bank plc, Sort Code 20-63-25, Account Number 50831107, SWIFT/BIC BARCGB22, IBAN GB81 BARC 2063 2550 8311 07

Please make sure you quote the invoice number in any correspondence.

## Cancellations

Cancellations must be received in writing via email to [info@atlas.org.uk](mailto:info@atlas.org.uk) and must contain the full booking details including delegate and organisation name and contact details. Your cancellation will be confirmed in writing to the fee payer along with an invoice for any outstanding fees due.

The following charges will apply if you wish to cancel a booking for a training course:

- For the period of nine days or less prior to the course start date, no refund/credit will be given, any outstanding fees must be paid regardless of attendance
- For the period of 10 days or more prior to the course start date, a full refund/credit will be given.

## Substitute attendees

A place at a training course can be used by a substitute attendee at no extra charge. Please email [info@atlas.org.uk](mailto:info@atlas.org.uk) with details of the original attendee and the nominated substitute's details, including name, job title, organisation, email address and telephone number.

## Course dates, venues and postponement

ATLAS reserves the right to alter course dates, venues and locations where necessary without liability. As much advance notice will be given as possible via the attendee's email address provided at time of booking. If the delegate is unable to attend the course at the revised location or date, ATLAS will refund/credit 100% of the delegate fee or offer a credit for a future course.

In the event of cancellation a full refund/credit will be offered.

ATLAS cannot offer refunds for cancellations due to circumstances outside its control; including adverse weather conditions, transportation issues, major incidents or industrial action. ATLAS will not be liable for any other costs incurred including (for example) travel charges or any consequential damages, even if advised of these costs.

## Other terms

ATLAS does not accept responsibility for attendees' personal belongings or valuables, for example laptops or communications devices, brought to courses. These remain the responsibility of the individual attendees.

ATLAS reserves the right to remove any attendee from their course should their behaviour be deemed inappropriate. In such event, no refund of course fees or other costs will be made.

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