



Training Form

Desktop Engineering
Evenlode Court
Main Road
Long Hanborough
Oxford
OX29 8SZ

All training courses will begin at 09.30 on the first day, and 09.00 thereafter.

Trainee's Name..... Signature.....

Training Courses/Dates Required

The course will be held at Desktop Engineerings office in Long Hanborough Oxfordshire, price includes lunch but excludes hotel/travel accomodation for course attendee. Please note that payment must be made in full before course commencement.

If you require a location map for DTE then please tick this box.

There are a selection of hotels close to the office which we can recommend, if you require a list of these hotels please tick this box.

Please note that cancellation of training courses carries the following penalties.

Greater 10 Working days	No charge
Less than 10 Working days	100% full course cost

Please sign and date the form at the bottom where indicated to confirm your attendance for Training and either fax-back to DTE on 01993 883201 or email to j.swain@dte.co.uk or p.jackson@dte.co.uk
The requested information and confirmation of your training course will be sent to you upon return of this fax.

Company Name

Company Telephone Number

Company Purchase Order Number

Company Invoice Address

DESKTOP ENGINEERING LTD.

EVENLODE COURT, MAIN ROAD, LONG HANBOROUGH, WITNEY, OX29 8SZ

TEL: +44 (0)1993 883555, FAX: +44 (0)1993 883201, EMAIL: [INFO@DTE.CO.UK](mailto:info@dte.co.uk)

WWW.DTE.CO.UK

REGISTERED IN ENGLAND AND WALES NO: 01985641