

Unlocking Leadership & Management Potential

(ILM Level 3 Certificate in Leadership and Management)



Order Form

Date of issue:	Client Ref:	Keyturn Ref:
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Dates*:

15-16 March 2018	The Behaviour and Relationship Modules
16-17 April 2018	The Communication and Presentation Modules
17 May 2018	The Customer Module
12-13 June 2018	The Planning and Thinking Modules
18-19 July 2018	The Project and Money Modules
11 September 2018	The Negotiation Module
8-9 October 2018	The Team and Performance Modules
12-13 November 2018	The Recruitment and Development Modules
11 December 2018	The Change Module (Christmas Meal Included!)

* Can be run as a rolling programme with 2019 dates being set later on in the year.

Venue:

Dunchurch Park Hotel & Conference Centre, Rugby Road, Dunchurch, Rugby, CV22 6QW

Price:

£3500 plus VAT (per person)

This includes: 15 days training, ILM membership and fees (including access to online management and leadership resources), Dunchurch Park day delegate fees (buffet lunch and all refreshments), tutor support throughout the programme. (Please note accommodation should be booked separately if required – please contact Keyturn to initiate booking)

Participant details:

Participant Name:	Job Title:
Email:	Telephone number:
Company:	Company Address:

Terms & Conditions:

Payment is due upon confirmation of booking. Cancellation fees are as follows:

More than 40 days prior to first module	20%
18 to 40 days prior to first module	60%
3 to 17 days prior to first module	80%
Less than 3 days prior to the first module	100%

In making this booking I confirm the acceptance of the above terms:

Signature: _____

Position: _____

Organisation name and address
(if different to the above): _____

Email: _____

Telephone number: _____