

## Young Solutions Training Cancellation Policy

Young Solutions are pleased to be able to offer training courses at a either free or subsidised rates so that as many people can access them as possible and many of our courses are over-subscribed. In order to allow others to benefit, please let us know as soon as possible if you are unable to attend for any reason.

To help recoup unnecessary losses and continue to offer free/low rates we have introduced a cancellation policy. Please be aware when booking training:

- We require 10 working days' notice to cancel your booking. If 10 working days' notice is given we will reimburse the amount you have paid if applicable.
- If less than 10 working days' notice is given, you will be invoiced £30 per place booked.
- Non-attendance of a confirmed place will incur a fee of £50 per place booked.
- If you are able to fill the booked place with another name that is acceptable.

Please do not hesitate to contact us if you have any queries about this.

### **Payment of Courses (if applicable)**

Invoices for training will be raised with the applicant's organisation prior to the course taking place and must be paid in full. Reimbursements will only be made providing the above cancellation policy has been adhered to.