

Services Booking Email Form

page 1 - Services Required and Company Details

In order for us to confirm the booking of any of our services, please complete the form below and return to us via email using the button at the bottom of the Form. We will respond with confirmation of the booking once availability has been verified and any venue bookings have been arranged.

Service Required

Please choose the required service

if "other service", please provide details

Preferred Date (dd/mm/yy)

Preferred Time (hh:mm)

Discount or coupon code if known

Preferred training location (one only)

Your offices

Venue arranged by you

Venue arranged by QP

What distance was returned using our online Location Tool (if known)

Company Details

Company Name

Contact Name

Contact Email Address

Contact Phone Number

Company Address Line 1

Company Address Line 2

Company Address Line 3

Company Town

Company Post Code

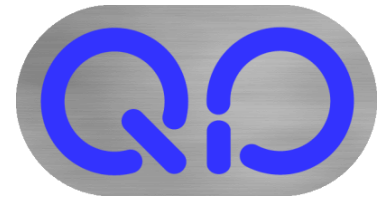
Please tick this box to confirm that you accept our [Services Booking Terms and Conditions](#)

Please tick this box to confirm that you accept our [Privacy Policy](#)

Signature (type your name to sign)

Date Submitted

go to page 2 to complete the details of the intended candidates



Services Booking Email Form

page 2 - Candidates' Details

Please complete the details below to inform us of the candidates that will be attending our training. We will send each candidate a Training Needs Analysis form which should be returned to us for our records. We will use this to ensure that the training provided to you is suitable for the group and for the company.

Candidate Details

	Name	Email Address	Phone No.
Candidate 1			
Candidate 2			
Candidate 3			
Candidate 4			
Candidate 5			
Candidate 6			
Candidate 7			
Candidate 8			
Candidate 9			
Candidate 10			

Thanks for providing all of the required information to allow us to confirm your booking. Please click the button below to submit the form to us via email; we will contact you shortly to confirm the booking that you have requested. If you have requested that we arrange a training venue, we will contact you to discuss your requirements and budget prior to making a reservation.

Thanks for choosing QP Evolution Ltd as your Excel training provider. We look forward to meeting your staff in the near future. If you require any further information, now or in the future, you may contact us using the details on our website at qpevolution.co.uk/index.php/contact-us or via email at bookings@qpevo.com