



COURSE BOOKING FORM

If you wish to secure a place on any of our courses please fill in this form and submit it with the payment.

We have a limited number of places (20) available of each course; book as early as possible to avoid disappointment.

SURNAME.....

FIRST NAME.....

AGE..... DATE OF BIRTH

ADDRESS

.....

POST CODE.....

HOME PHONE Mobile

EMAIL

EMERGENCY CONTACTS:

1.....

2.....

DESCRIBED THE COURSE YOU MAY BE LOOKING FOR AND WE MAY BE ABLE TO OFFER YOU A COURSE TO SUIT YOUR NEEDS :

PLEASE NOTE: If handing form in personally then cash or cheques will be accepted, if posting then please send only cheques. Please make cheques out to **Tony Jopia**. Many Thanks

Do you have any disabilities, special needs or require any specific help?

Yes No

IF SO PLEASE SPECIFY.....

JOPIA PRODUCTIONS

info@jopiaproductions.com

www.jopiaproductions.com

The Old Post Office, Holyhead Road, Wednesbury, West Midlands, WS10 7DF



.....
Please check and read the following conditions

Please check this box I understand that Jopia Productions reserves the right to cancel any course and refund my money in full. If I cancel more than 7 days before the course starts I will just be charged a 10% administration fee. I understand that Jopia Productions will make no refunds after this date.

Please check this box. I understand that Jopia Productions retains joint copyright with me, and the other members of my production group, to any materials produced during my production course and that I agree that Jopia Productions has non-exclusive rights to distribute work produced on the course. I understand that I also have the right to publicly screen my work too but I must inform Jopia Productions at least 7 days before hand. I understand I do not have the right to commercially exploit material produced on Jopia Productions courses (You are being asked to agree to these conditions because Jopia Productions publicly screens and distributes film/video productions made on the courses, and may offer the productions to other organisations be screened elsewhere. Jopia Productions just want to make all students on production courses aware of this.)

Jopia Productions Refund Policy

Anyone who cancels a Jopia Productions course more than 7 days before the start of that course will get a 90% refund (10% kept as an admin fee). If they cancel less than 7 days before the start of that course then they get no refund.

Exceptions to this refund policy can be made if someone else is available to fill the place, but this is at Jopia Productions discretion. Students can usually transfer to another course without penalty, again at Jopia Production's discretion.

Jopia Productions has the right to cancel any course and make a full refund. In exceptional circumstances, such as sudden staff illness, Jopia Productions has the right to cancel or delay a class, this will then be re-scheduled and the students informed of the new date and time.

DECLARATION

I have read and understood the Terms & Conditions of entry to the courses.

SIGNED DATE