

# **BGL Corporate Solutions Pty Ltd Training Terms and Conditions**

## Cost / Payment

Payment is required for confirmation of your position in the session. For free events, registration is required to confirm your position.

Additional attendee discounts do not apply to web training courses

### **Cancelling / Transferring Course**

Courses can be transferred to another date, cancelled or transferred to a different attendee when giving BGL 48 hours notice before the scheduled course.

Full fees will apply for cancellations within 48 hours or no shows of the scheduled course.

#### **Minimum Number of Attendees**

BGL reserves the right to cancel or move training courses where 5 participants have not registered. In the event a training course is cancelled, clients registered for the course will have the option to transfer to another course or receive a refund of course fees

#### **Course Materials**

Please download and print your training manual to use in the course. Instructions to download can be found in your training confirmation email.

If you require clarification of our Terms and Conditions, or any further information, contact BGL on 1300 654 401 or training@bglcorp.com.au