



Three Counties Training



SUSSEX & SURREY ASSOCIATIONS OF LOCAL COUNCILS

AFFILIATED TO THE NATIONAL ASSOCIATION OF LOCAL COUNCILS

East Sussex ALC Ltd. President - Lord Amphill

West Sussex ALC Ltd. President - Michael Chater OBE

Surrey ALC Ltd. President - Michael More-Molyneux, H.M Lord-Lieutenant

CEO - Trevor Leggo

Assistant CEO - Anne Bott

EVENT BOOKING CONDITIONS

Please read the Booking Conditions below carefully

- Completion of a booking form is the only method of securing a place for the event, it is also your acceptance for the cost to be invoiced to your Council.
- Should you cancel or fail to attend the event the full fee will be payable however, depending on the circumstances we may accept someone else from your Council if they can attend in your place. If this occurs please contact Anna at anna.beams@ssalc.co.uk as soon as possible.
- We reserve the right to cancel an event at any time, or offer an alternative date without accepting any liability for any costs that you may have incurred. In the uncommon circumstance of one of our events being postponed you will not be issued with a refund, a credit will be held on your council's account to be used against another event.
- Prior to the event you will receive a confirmation email from the SSALC team with all of the details for the event, this includes any parking/ travel suggestions. Please ensure these details are read very carefully.
- Please note that SSALC reserve the right to make changes to programmes at any time.