

PLEASE READ THE TERMS AND CONDITIONS BELOW AND COMPLETE ALL SECTIONS OF THE BOOKING FORM THAT APPLY TO YOU IN CLEAR BLOCK CAPITALS

CATEGORY D1 – PCV MINIBUS COURSE – TERMS AND CONDITIONS

The training provided by Red One Ltd is designed to prepare the potential D1 PCV minibus driver for the PCV driving test. High-quality instructors, experienced at providing training to unrestricted PCV level (i.e. Category D) are employed to deliver this service.

Each course will start with a 1 hour assessment.

These terms and conditions should be read carefully prior to signing the declaration on the course booking form.

- 1. **Requirements:** Prior to booking the course, applicants must have been
 - a. certified as medically fit to drive a PCV vehicle;
 - b. must have provisional Category D1 entitlement on their driving licence to permit them to drive a D1 PCV vehicle and
 - c. must have passed the PCV theory and hazard perception tests.
- 2. **Booking form:** The completed course booking form and accompanying paperwork should be received by Red One Ltd at least 2 weeks prior to the start of the course as booked.
- 3. **Payment:** Payment may be made by
 - a. Credit/debit card, cheque or cash at least 2 weeks prior to the start of the course.
 - b. Invoice: please indicate this on the booking form and provide full invoicing details.
 - c. Cost code: please indicate this on the booking form and give the full cost code.
- 4. **Cancellation:**
 - a. Failure to submit the above-mentioned paperwork by the time specified may result in cancellation of all or part of the course booking. In such instances, Red One Ltd reserves the right to make such cancellation charges as it deems appropriate.
 - b. Any cancellation of all or part of the course booking by the client **must** be made at least 10 working days in advance of the commencement of the whole course or course session.
 - i. Any course cancellations made giving less than 10 days’ notice will incur a charge of the full applicable hourly rate.
 - ii. Extenuating circumstances: upon receipt of written proof of inability to attend the course e.g. medical reason the level of such charges may be altered or waived at the discretion of Red One Ltd.
 - iii. In the event that a cancellation becomes necessary, there may be circumstances where it is possible to provide training for a substitute delegate. In such instances, Red One Ltd should be contacted for further advice.

5. **Test:** Booking and payment for tests is the responsibility of the client.

***Please note the hourly training rate also applies for the day of the test which includes being accompanied to the test centre with our instructor and vehicle, use of our vehicle during test and return to Red One Ltd (allow minimum 3 hours in addition to any pre-test training time booked)*

- 6. Red One Ltd reserves the right to refuse use of the Red One Ltd training vehicle for testing purposes should, in the opinion of the instructor, a trainee not be ready for test. In such cases, the test fee will be non-refundable.
- 7. The training provided by Red One Ltd is comprehensive and complies fully with the Driving Standards Agency’s D1 syllabus. Red One Ltd will not accept liability or blame for individuals who fail their D1 driving test.
- 8. In the event of a test fail, Red One Ltd can offer retraining before your next test. Please contact Red One Ltd for further advice and availability.
- 9. **Exceptional circumstances:** In the unlikely event that all or part of a scheduled training session is unable to go ahead for a circumstance beyond our reasonable control, Red One Ltd will make no charge for the missed training time. We will endeavour to offer an alternative date and time for the session at the normal training rate.
- 10. Should any mechanical fault develop on the Red One Ltd vehicle during the test, causing the test to be discontinued, Red One Ltd will pay the cost of re-booking the test. Provided it is not required elsewhere, the Red One Ltd vehicle will be provided at no extra cost for the period of the test only.

CANDIDATES DECLARATION: I declare that I have read the terms and conditions above regarding the Category D1 PCV minibus course and I agree to abide by them:

(Signature) (Print name) (Date).....

CATEGORY D1 PCV MINIBUS COURSE BOOKING FORM
CLIENT DETAILS:

Surname: Other name(s)

Address:

..... Post Code:

Contact telephone number: Email:

Please provide a copy of your driving licence [photocard and counterpart information from <https://www.gov.uk/check-driving-information>] and your PCV theory test certificate with this booking form. Bring the originals with you on the first training day.

Document Checklist: Copy driving licence as above Copy of PCV theory test certificate
 Terms and conditions signed Booking form declaration signed

WORKPLACE / ESTABLISHMENT DETAILS

Establishment:

Address: PostCode:

Contact telephone number: Email:

Administrators name:

PAYMENT DETAILS

Amount to be paid: **Assessment** (£47 per hour) **Training** ** (£47 per hour). Agreed training dates and times with accompanying fee per session booked to be entered in Course details section, below following initial assessment.

***Please note the hourly training rate also applies for the day of the test which includes being accompanied to the test centre with our instructor and vehicle, use of our vehicle during test and return to Red One Ltd (allow minimum 3 hours in addition to any pre-test training time booked)*

Payment method (tick appropriate box and complete details as required)

- Cheque payable to Red One Ltd
 Credit/debit card payment: phone Red One Ltd on 01392 444773
 Internal cost code:

Signature of authorising officer..... Print Name

Invoice: Please provide the name and address to which an external invoice should be sent

Contact/Administrators name:

Organisation name

Address

Post Code..... Email: Tel:

COURSE DETAILS: Assessment and Training sessions as agreed with your instructor following assessment.

	Date	No. of Hours	Start time	Finish time	Session Cost @ £47 ph
Assessment					£
Training sessions:1					£
2					£
3					£
4					£
5					£
6					£
Test					
Test Day ** (Min 3 hours at £47 per hour for test appointment + any additional training time booked at £47 per hour).					£141 + £
TOTAL					£