CAREERS SOUTH WEST LTD - PSYCHOMETRIC ASSESSMENT BOOKING FORM

We are delighted that you have chosen to purchase a Psychometric Assessment from Careers South West Ltd. Please complete this booking form with your personal information to enable us to process your assessment.

Customer details

Name:

Address:

Postcode:

Tel:

e-mail:

Please send your completed booking form along with a cheque for **£99** made payable to **Careers South West Ltd** to **Tamar Business Park, Pennygillam Industrial Estate, Launceston, Cornwall, PL15 7ED**, or take it along to any of our high street premises.

Once we have received payment for the assessment a company representative will contact you to introduce the online assessment, explain how to complete it, and to discuss arrangements for your feedback session.

Careers South West staff use only, where possible:
Please confirm that the customer details are correct.
Please confirm that the cheque is made out for the right amount, payable to Careers South West Ltd, signed and dated.
Area staff
Please send completed booking forms and cheques to Head Office.
HO staff
Please check the Psychometric Outlook Diary and pass contact details on to a relevant member of staff.
Please complete the customer receipt below and issue to the customer.
Please pass the cheque to accounts.

Customer receipt (HO staff please complete and return to customer)

Customer name:

Careers South West Ltd acknowledges receipt of a cheque for £ please retain this receipt for your records.

Should you need to cancel/rearrange this appointment please telephone 01566 777672 to speak to one of our customer service advisers. In the unlikely event that we will need to amend appointment details we will contact you on the number/email address you have given above.

Full terms and conditions are available on request.

Title: Psychomertric Assessment Booking Form
Author: D Sloman
Date: 07/11/2011