**Nottinghamshire FA Terms and Conditions – 2019/20 Season**

**Nottinghamshire FA Terms and Conditions:**

1. It is compulsory to have 100% attendance on our courses. If you miss a workshop it is at the tutor’s discretion as to whether or not they allow you to continue. No refund will be given if you are not allowed to continue the coure.
2. You will respect the course tutor, course venue and the other candidates and their points of view, and you will understand that if your behaviour, language or conduct is deemed 'unacceptable', 'offensive' or 'harmful' for any reason; The Nottinghamshire FA, and the venues, reserves the right to exclude you from continuing on your chosen course and if necessary, future courses, and no refund will be given.
3. Nottinghamshire FA reserves the right to increase or decrease the course fee at its discretion.
4. The Nottinghamshire FA does not accept responsibility for the loss, or damage to, candidate property or for personal injury caused during courses.
5. If you are suspended “sine die” from football (by any County FA) then you are suspended from all football activity, including courses.
6. Courses will be conducted in English and therefore candidates are required to be able to communicate effectively in English (this includes listening, speaking, reading and writing).
7. When registering or booking courses, you agree to provide true, accurate and complete information about yourself. We reserve the right to cancel your booking if we discover you have provided us with inaccurate information.
8. Nottinghamshire FA must receive 8 weeks’ notice if you require adaptation to the facilities, resources or other aspects of the course to cater for your disability(ies). Nottinghamshire FA will do our upmost to meet your needs but you may be required to attend an alternative course if requirements take longer than anticipated. You must inform Nottinghamshire FA of your disability(ies) and the adaptations prior to booking onto the course.

**Nottinghamshire FA Refund Policy:**

1. Should you cancel your booking with more than 20 working days’ notice, a full refund minus the card transaction fee will be issued.
2. Should you cancel your booking with less than 20 days’ notice, NO refund will be issued and it is then your responsibility to re-book onto another course.
3. Should you cancel your registration and request a refund the Nottinghamshire FA reserves the right with regard to the method of payment by bank transfer or cheque.
4. Should you request a transfer with more than 20 days’ notice, we will honour this providing there is space on the requested course to transfer.
5. Should you request a transfer with less than 20 days’ notice, this will NOT be allowed and it will be your responsibility to re-book onto another course.
6. Should you miss any session(s) of any course, the Nottinghamshire FA reserve the right to remove you from the course, and no refund will be given. This will be at the tutors discretion.
7. Should a course you are registered on be cancelled by the Nottinghamshire FA, a full refund will be issued or a free transfer onto another Nottinghamshire FA course will be offered.
8. Nottinghamshire FA do not accept course transfers from other County FA’s.

**Bookings:**

1. You are not guaranteed a place until your booking has been fully completed and full payment has been received.
2. Nottinghamshire FA will not reserve any spaces until full payment has been made.
3. Nottinghamshire FA must be informed at least 6 weeks prior to the course starting if resource adaptations are required i.e. bigger font
4. You are obliged to declare, in writing, any relevant injury or illness that may limit your participation in the course. Please not that a declaration of any injury or illness does not automatically preclude you from any course.