



Bedfordshire Football Association Limited Course Booking Form 2010 / 2011

(Please read the booking conditions and complete the declaration on page 2)

PLEASE COMPLETE ALL SECTIONS IN BLOCK CAPITALS

FAN Number		Full Postal Address	
First Name(s)			
Surname			
Email address		Postcode	
Title	Mr / Mrs / Miss / Ms	Mobile Tel No	
Date of Birth		Evening Tel No	
Gender	Male / Female	Daytime Tel No	
Preferred Contact Number	Daytime / Mobile (Please circle preferred contact number)		

Residence and Nationality

Have you lived or worked outside the UK or EEA during the last 3 years? **Yes** **No**
 In which country is your normal residence. **United Kingdom** **Other** *please specify.....*
 The course costs are subsidised, if a candidate is not eligible for a subsidy the candidate will be asked to meet the full cost - based on nationality and residency.
If you have any doubts as to your eligibility or for clarification on this matter –please contact the Football Development Department.

Ethnicity I would describe my ethnic origin as: (please tick box)

Prefer not to say	Mixed White & Asian	Black or Black British Caribbean
White British	Mixed Other	Black or Black British Africa
White Irish	Asian & Asian British Indian	Black or Black British Other
White Other	Asian & Asian British Pakistan	Chinese
Mix White & Black Caribbean	Asian & Asian British Bangladeshi	Other Ethnic Group
Mix White & Black African	Asian & Asian British Other	

Disability

Do you consider yourself to have a disability? (please tick box)

No	Visual Impairment	Physical Impairment	Learning Disability / Difficulty
Prefer not to say	Hearing Impairment	Mental Health Issues	

Football Club and / or Sports Organisation Name

Course Code	Name of Course	Date of Course	Venue	Cost
				£
				£
Total Fee Enclosed				£

FOR BEDFORDSHIRE FA OFFICE USE ONLY

Standard <input type="checkbox"/>		Receipt Number	
Charter Standard <input type="checkbox"/>		Holding Cheque	
Under 18 <input type="checkbox"/>			
Non Beds FA Club/Coach <input type="checkbox"/>			

Please complete declaration on page 2 / . . .

FAN NUMBER

FAN stands for Football Association Number. Having a FAN is just like having a PIN for football. It's your unique code, allowing you access to exclusive areas of TheFA.com, the home of English football. It is also a requirement for courses.

If you are a League Official, Club Official, Referee, Coach or Player it is extremely likely you have a FAN already. Then please email GetOnline@TheFA.com with your name, date of birth and address and your FAN and password will be emailed to you.

Getting a FAN is straightforward and immediate. Use the link below to complete a simple form and instantly receive your FAN.

www.thefa.com/TheFA/WhoWeAre/ContactUs/NewsAndFeatures/2007/FANnumber.aspx

PLEASE READ THESE BOOKING CONDITIONS:

THE MINIMUM AGE REQUIREMENT FOR THESE COURSES IS 16 YEARS

CANCELLATIONS

If you have to cancel your booking please notify the Bedfordshire Football Association in writing. If we receive notice of cancellation up to 14 days before the course start date, we will refund your fee, minus a 20% administration charge. Unfortunately, if you cancel after this, the full course fee will be forfeit, as we will have already committed funds to the course. However, you may submit at any time before the course start date, in writing, the details of a colleague to take your place. If we need to cancel or postpone the entire course due to circumstances beyond our control, The Bedfordshire Football Association will be limited to a refund of any course fees paid.

CHANGES TO THE PROGRAMME

The Bedfordshire Football Association reserves the right to make changes to the course programme/ schedule as necessary.

PAYMENT

Payment should be made by a cheque, made payable to 'Bedfordshire Football Association'. The cheque should then be forwarded along with the completed application form to:

Bedfordshire Football Association, Century House, Skimpot Road, Dunstable, Beds, LU5 4JU

Tel: 01582 565111 Fax: 01582 565222 E-mail: development@bedfordshirefa.com

Postal Course Applications for Level 1, Level 2 & Level 3 Courses must be received 2 weeks prior to course commencement, along with payment. Places are limited on each course - apply early.

Courses can also be booked online: <http://eventspace.thefa.com/bedfordshirefa/participant/s.aspx>

The course costs are subsidised, if a candidate is not eligible for a subsidy the candidate will be asked to meet the full cost - based on nationality and residency.

If you have any doubts as to your eligibility - please contact the Development Office.

The Bedfordshire FA are reviewing their child protection policies, part of which involves CRB checks being completed and kept current by candidates of Bedfordshire FA courses. This is expected to happen during this 2010 / 2011 programme and may incur additional costs to candidates.

APPLICATIONS

Please complete all sections of the form and ensure that **copies** of any relevant certificates are attached, when sending the forms to us.

PLEASE DO NOT SEND ORIGINAL CERTIFICATES AS THEY WILL NOT BE RETURNED

DECLARATION

I hold a recognised Emergency First Aid Certificate <i>(please attach a copy)</i> Date awarded	Yes / No dd / mm / yy
I have completed the FA Safeguarding Children Workshop <i>(please attach a copy)</i> Date awarded	Yes / No dd / mm / yy
Practical Coaching Modules Only I understand that the course I am applying for will require me to participate as a coach and player and I confirm that I am physically prepared to participate.	Yes / No
I DO <input type="checkbox"/> I DO NOT <input type="checkbox"/> <i>(please tick)</i> have any medical conditions that might restrict my ability to participate.	
<i>If you consider that you have any medical conditions which might limit your participation these should be provided separately and will be treated confidentially.</i>	
Signature	Date