

Conditions of Booking

How to Book

It is possible to provisionally book a place on a course, to do so please email training@crofting.org or phone 01599 530005

Provisional bookings will expire after 10 working days or within 5 working days of the start date of the course, whichever is sooner, unless they have been confirmed.

To make a full booking (or to confirm a provisional booking) the appropriate payment should be submitted. For payment methods, see below.

Please ensure you have read, understood and accepted the Conditions of Booking before you submit a booking. By placing a booking you will be deemed to have read, understood and accepted them.

Pre-course information

Relevant information on course venue, exact timings, what to wear/bring will be provided at least 1 week before the course date for all those who have a confirmed booking

Methods of Payment

Payment of the course fees should be made in advance. Exceptions may be made for late bookings.

Payment can be made by cheque payable to 'SCF – TNG' and sent to SCF Training, 174 Murray Terrace, Smithton, Inverness, IV2 7WZ. Payment by bank transfer is possible, please contact training@crofting.org for the relevant details and reference.

In some cases, which will be advertised on the Scottish Crofting Federation website (<http://www.crofting.org/index.php/training/62>), course bookings and payment can also be made through the website Eventbrite. A booking fee will apply, and full details will be provided with the courses that this option applies to.

Cancellation

Bookings can only be cancelled in writing by post or email.

Cancellations within 5 working days of the training start date will be charged the full course fee. Cancellations within 6 – 15 working days of the training start date will be charged 50% of the course fee. Cancellations more than 15 working days in advance of the course will incur no charge.

Non-attendance

Non-attendance at the course due to illness or for personal or professional reasons does not give rise to the right to refunds or a transfer. However, in such an event we will consider all the circumstances and take such action that we consider to be fair and reasonable. Please note that if alternative options are offered there may be an additional charge.

Course Transfer

A confirmed booking may be transferred to another Scottish Crofting Federation course, availability permitting, providing that course takes place within three months of the date originally booked. The Scottish Crofting Federation is not obliged to ensure suitable alternatives are available.

Requests to transfer should be made in writing by post or email.

Transfers made within 10 working days of the training start date will incur a charge of 50% of the full course fee. Transfers made within 11 – 20 working days of the training start date will be charged 25% of the course fee. Any such fees due will revert to a cancellation fee in respect of the original booking if the transferred booking is subsequently cancelled.

Course Content and Programme Schedule

The Scottish Crofting Federation reserves the right to alter the advertised schedule of courses, which may include cancellation of a course. Where the Scottish Crofting Federation cancels a course, individuals with confirmed bookings (ie have paid for their place) on that course will be offered alternative dates. If none can be provided then a full refund will be given.

The Scottish Crofting Federation reserves the right to alter or amend the advertised content of any course without notice in order to continuously provide a high quality service or due to circumstances beyond our control.

The Scottish Crofting Federation will not be liable for any losses or expenses, including consequential, arising from any such alterations or amendments to the programme content and schedule including cancellation.