

# 2021 Membership

Commercial Pack

# WELCOME

Welcome to the Alliance Learning Training Limited Membership Pack, which has been created to give you information about the services we offer to our member companies.

We want to help you to plan the delivery of training within your company, in order to enhance your staff development.

Alliance Learning is one of the most professional and comprehensive training providers in the North West...

## **Our aim...**

**To be the number one provider of choice for employers; offering high-quality training and delivery that exceeds the needs of industry.**

Backed by a team of training professionals and with over 50 years' experience in the industry, Alliance Learning will help you to plan the delivery of training that best meets your company needs—at a competitive price.

We look forward to working with you.

# ABOUT COMMERCIAL MEMBERSHIP

When investing in the training and development of your staff, selecting the most appropriate learning programme is essential to achieve the outcomes you require.

At Alliance Learning, we understand the importance of providing members with a cost effective, quality service, which is designed to meet your specific training needs.

## BENEFITS-

- Eligible for membership discounts as per our Course Schedule.
- Twice yearly membership newsletter (December & June), as well as our monthly newsletter, with the opportunity within this for you to publish news stories.
- Free Apprenticeship recruitment service, which includes the advertising of your vacancy on Find an Apprenticeship Service and Social Media.
- Regular training and funding availability update.
- 30 days' payment facility (from date of invoice).
- Free link to your website.
- Membership Certificate.
- 5% Discount on Room Hire.
- Networking Opportunities.
- Up-to-date information on Industry News.
- Entry into the annual draw to have a chance of winning a £100 Alliance Learning training voucher.
- Dedicated Key Account Manager.
- Free Training Needs Analysis, to identify training needs for your business, utilising expertise from our University of Bolton Group Partnership.

As a member of Alliance Learning, you will add value to the operation of your organisation. It will give you the opportunity to use Alliance Learning as your own Training & Development Support Service and centralise the purchasing of training services.

**For more information about membership,  
please contact the Sales Team on 01204 677811**

# WHAT NEXT?

Please complete the blank Membership Form contained in this pack.

Send the form via email to **info@alliancelearning.com** or to this address:

Membership Sales Team  
Alliance Learning Ltd  
The Hurst Building  
Horwich Business Park  
Chorley New Road  
Horwich, Bolton  
BL6 5UE

- Please complete the Company Bank Details section.
- You will receive the Alliance Learning letter of approval.
- An invoice will be issued on approval of membership (£100.00 + VAT).
- You will receive your Membership Certificate and your allocated Key Account Manager will contact you to further discuss your needs.

If you have any queries regarding this information, please contact your Key Account Manager.

**Meanwhile, if you have any further queries,  
please contact the Alliance Learning Sales Team on 01204 677 811.**

## Membership Application Form



Please complete the blank membership form contained within this pack.

Please complete in BLOCK CAPITALS.

### Company Details

Name of Company.....

Company Registration No..... VAT No.....

Company Contact.....

Company  
Address.....  
.....

Postcode.....

Telephone..... Fax No.....

Email..... Website.....

No of Years Trading.....

Nature of Business.....

Number of Employees.....

### Company Bank Details

Bank Name.....

Bank Address.....  
.....

Account Name.....

Account number..... Sort Code.....

### Additional Site Address & Contact Details

.....  
.....

### Invoice Address

.....  
.....

### Accounts Department Address

Accounts Telephone Number..... Accounts Email Address.....

On behalf of the above named company I hereby make application for membership of Alliance Learning.

Membership subject to satisfactory credit rating.

**Declaration** - Please sign below to confirm you have read and agreed the terms & conditions of membership & business (attached) and return by post or email.

Applications must be signed by a Director / Proprietor or authorised personnel.

I have read and understood the attached terms & conditions of Alliance Learning

Signed..... Position in Company..... Printed.....

Date.....



# Alliance Learning Terms & Conditions of Membership



1) I agree to abide by the terms & conditions of membership. The key points of which are as follows: -

- \* To pay the annual membership fee when due.
- \* No refunds will be given for termination of membership.

2) A 30 day payment facility is available on all courses and services purchased from Alliance Learning. This facility can be withdrawn if both membership and business terms and conditions are not met. Interest may be charged for late payments as per late payment legislation.

3) You will receive quarterly membership newsletters from Alliance Learning.

4) You must notify Alliance Learning when changes occur to company contacts or details.

## TERMS & CONDITIONS OF BUSINESS

Valid from 1st August 2021

These Terms and Conditions shall be governed by and construed in accordance with the laws of England & Wales. Any dispute arising under these Terms and Conditions shall be subject to the exclusive jurisdiction of the courts of England and Wales.

### 1. Course Reservations

- a) All member course bookings must be confirmed with a purchase order before confirmation will be received and a place reserved.
- b) If a booked delegate cannot attend, a substitute delegate may attend in their place at no additional charge, with the provision that the replacement delegate is of a suitable level of experience and knowledge to attend the course in question.
- c) Alliance Learning reserves the right to alter or cancel any course from published dates due to low numbers of participants. In the event of a cancellation where an alternative cannot be provided, a full refund will be offered. Alliance Learning will not reimburse travel or accommodation expenses. Alliance Learning will not offer refunds for cancellations outside our control, including adverse weather conditions, flooding or government guidance.

### 2. Course fees

- a) All fees quoted on the website are correct at the time of purchase. All fees are subject to VAT. Alliance Learning reserve the right to alter course prices from those published.
- b) 30-day payment terms from issue of invoice. Full payment can be made by credit or debit card. Certificates and cards will be released upon completion of courses, subject to awarding body time frames.
- c) The course price for full-day and half-day training courses includes refreshments. Training delivered at other premises does not include refreshments.
- d) Transfer fees:
  - For 0-5 working days' notice, 100% of the charges will apply
  - For 5 working days and over, a £30.00 + vat transfer fee per person will apply

To arrange a booking, please contact the sales team on (01204) 677811 or email [info@alliancelearning.com](mailto:info@alliancelearning.com)

e) Alliance Learning Training Limited reserves the right to cancel, alter or re-arrange courses without liability as they deem necessary. In such an event, attendees will be offered an alternative course or a full refund.

### 3. Cancellation Fees

a) A course may be cancelled without charge providing the following notice is given:

- Less than 7 working days a 100% course fees will be charged
- 14 working days a full refund can be requested or transfer of courses booked

b) Whilst Alliance Learning ensures that all information and advice offered by our staff is accurate, up to date and factual, we cannot be held responsible for how that information may be interpreted by the individual and/or the company.

### DATA PROTECTION

Alliance Learning Training Limited adheres to the Data Protection Act 2018. This includes when asking for or handling your information, including our assurance that:

- Personal data shall be processed fairly and lawfully.
- Data is processed only for the purpose(s) for which it was collected.
- Data is kept secure against unauthorised access and loss or damage.
- A customer can unsubscribe at any point and all personal data will be removed from our records.

### OFFERS

No offer or discount can be used in conjunction with another offer or discount unless stated otherwise.



# Contact Us



## Address

The Hurst Building, Horwich Business Park, Chorley New Rd,  
Horwich, Bolton BL6 5UE



## Phone

01204 677811



## Email

info@alliancelearning.com



## Follow Us

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