This form is to be used by approved centres for the ordering of all VTCT Record of Assessments books. VTCT makes no charge for these books. Candidates must be registered using the Candidate Registration Form. Centres will be invoiced for registrations at the cost advertised in the current edition of the VTCT Fees and Qualifications Handbook.

Book Order (VT02) *(This form must be completed in black/blue ink in BLOCK CAPITALS)*

Section 1 – Centre details *(Please record address for book delivery only)*

Centre name			
Centre address			
		Postcode	

Section 2 – Order contact

Contact name			
Position		**Telephone**	
Signature			

Section 3 – Books required

VTCT qualification or unit code	Full title of record of assessments book or unit	Quantity

Centres are responsible for checking the accuracy of orders received. Any discrepancies should be reported to VTCT by phoning 02380 684500 within 48 hours of receipt.

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