

Terms and Conditions of Booking

Payment terms

All service fees will be discussed and agreed at time of booking.

All bookings will be confirmed by us in writing by email.

The minimum fee for all consultation services is payable at time of booking. Bookings will not be considered to be confirmed by the client until the minimum fee payment has been received and the client information form has been completed and returned to us.

Further fees and expenses for any additional services supplied and agreed with the client in advance, will be invoiced upon conclusion of the service delivery.

All invoices are payable within 7 working days. We shall be entitled to charge interest on overdue invoices from the date when payment becomes due from day to day until the date of payment at a rate of 1.5% per annum above the base rate of the Bank of England.

The price of services is exclusive of Value Added Tax which shall be charged at the rate prevailing at the relevant tax point.

Payment methods

1. By BACS payment into our account details:

International bank transfer fees, if applicable, must be paid by the client, at time of transfer.

HSBC Bank 19 Midsummer Place, Milton Keynes

Swift Code MIDLGB22

International Bank Account Number (IBAN)
GB10MIDL40333372297280

UK Transfers

Sort Code 40-33-33

Account Number 72297280

2. Cheque

Cheques should be made payable to The Independent Education Consultants Ltd and posted to

The Independent Education Consultants Ltd,
Ptarmigan, 3 Lidcote, Dunton. Bucks. MK18 3RY

3. Cash

Cancellation of Booking

A cancellation charge of 100% will be applied for any service booking cancelled with less than 48 hours' notice. If more than 48 hours' notice is given of cancellation, a cancellation charge of 50% will be charged unless, at the discretion of The Independent Education Consultants, the booking is re-arranged and delivered within 14 days of the initial booking date.

Cancellation of Service Packages before consultancy or research work with or for the client has started will be charged at 30% of the minimum package fee.

Cancellation of service packages once consultancy or research work with or for the client has started will be charged at 100% of the minimum package fee.