

### Invoice request

If you would like to be invoiced and are not a BAAT member, you will need to create a BAAT booking account by registering via our website here: <http://www.baat.org/Create-Account>  
This does not incur a fee and is free to set up.

### BAAT Course/Event Booking

#### Customer Details

#### Details of Course/Event and Attendee:

<b>Attendees Name:</b>	
<b>Attendee Title</b>	
<b>Membership No (if member of BAAT)</b>	
<b>Name of the Course/Event</b>	
<b>Date of Course/Event</b>	
<b>Cost of Course/Event (as agreed with BAAT)</b>	

#### Invoice addressed to:

<b>Company Title for Invoicing</b>	
<b>Name of Contact for Invoicing:</b> <b>First Name</b>	
<b>Last Name</b>	
<b>Position held in Company/organisation</b>	
<b>Company Details:</b> <b>Address</b>	
<b>Town / City</b>	
<b>Post Code</b>	
<b>Contact Phone Number:</b>	
<b>Email address to receive invoice and remittance advice:</b>	