

Equality, Diversity & Inclusion Solutions

Rates

The Diversity Trust CIC works on a training and consultancy day rate of £1695 (exclusive of VAT). Shorter training and facilitation sessions, up to 3.5 hours, are available from £895 (exclusive of VAT).

Maximum 20 course participants.

The delivery of briefing sessions, with larger audiences, is charged at a rate of £895 (exclusive of VAT) per briefing session.

If a course requires bespoke, to fit your audience, we charge a bespoke fee. We will confirm this bespoke fee once we have confirmed the course or courses with you.

Please note that our prices may increase or vary; we will always endeavour to give a period of 21-days' notice of any changes.

Digital

We also provide our courses online and recommend 2-3 hours for an online course which we run as a 'live' facilitated webinar. We recommend up to 15 participants in an interactive session. We can host up to 100 participants, or we can provide a speaker, if you have a larger audience. We charge our session rate above for online delivery.

Expenses

The above rates include reasonable PPS costs (for postage, phone and stationery). Any out-of-pocket expenses, e.g. photocopying, travel or accommodation, are charged to the client at cost. Travel is charged at 45p per mile.

The Diversity Trust CIC is a Community Interest Company limited by guarantee.
Registered in England and Wales. Company registration number 08141031.
Postal Address: 124 City Road, London EC1V 2NX
VAT Registration Number 378 3131 85

Phone: 07720 294 991
Email: info@diversitytrust.org.uk Web: www.diversitytrust.org.uk

Cancellation Policy

In the event of cancellation or postponement by the client we reserve the right to charge the following scale of cancellation fees:

| Notice Period of Cancellation | Fee Payable on Cancellation (%) |
|--|--|
| Over 60 days | No fee |
| 59 - 30 days | 50% |
| 29 - 14 days | 75% |
| < 14 days | 100% |

If the booking is for multiple dates, the fee charged will be adjusted in accordance with the next booked date. Please note. If there is a cancellation within **0 - 14 days 100% of the fee will be payable.**

Rights are reserved to charge the client for any expenses already incurred for postponed or cancelled projects, e.g. bought-in services.

Terms & Conditions

The Diversity Trust CIC applies a net 30-Day payment of invoice term.

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