

Date

Address

Dear

**RE: Health & Safety Touch Screen Test**

Thank you for your enquiry in respect of the Health & Safety Touch Screen Test. Please read the following information carefully before proceeding with your booking.

**Booking information**

Please complete the booking form enclosed, indicating which Category the candidate wishes to be tested for.

Please ensure the candidate has read and understood the Data Protection Act Consent Notice before proceeding with this booking.

Please enclose a total payment of £22.50 + VAT

*Cost Breakdown- £17.50 (Test Services) + £5.00 (administration costs)*

On receipt of your booking form and payment, the NDTG will immediately contact you to arrange a suitable date. *Please note: there will be a minimum period of 5 working days between the time of receiving the booking form and the confirmed test date.*

***We advise that all candidates purchase a copy of the Health & Safety Test Revision Material (2007). This can be obtained online at [www.healthandsafety.co.uk](http://www.healthandsafety.co.uk), or by calling 0870 600 4020.***

If you have any further queries, then please do not hesitate to contact me.

Yours Sincerely

Sophie Francis  
Training Group Manager  
For & on Behalf of NDTG Ltd

*Enclosures: Booking Form, NDTG Terms of Booking, Prometric Data Protection Act Notice*