SmartStyle Technology Training

Kershaw House

55 Well Street

Bradford

West Yorkshire

BD1 5PS

**NAME**

**COMPANY**

**ADDRESS**

**CITY**

**POSTCODE**

**DATE**

Dear **CUSTOMER**,

I write to confirm that you have been booked on the **TRAININGCOURSE** training course on the **DATEOFCOURSE**.

The course will be at our **OFFICE** training centre and will commence at 9.30am to finish at 4.30pm. Breakfast and lunch are provided and are included in the price.

We look forward to seeing you.

Yours sincerely

Course Administrator