



Commodore Yachting Ltd  
 Gosport Marina  
 Mumby Road  
 Gosport  
 Hants PO12 1AH



PLEASE COMPLETE SEPARATE BOOKING FORM FOR EACH PLACE REQUIRED AND  
 RETURN WITHIN 7 DAYS TO CONFIRM YOUR PLACE ON THE COURSE

Name (Mr/Mrs/Ms/Miss) Address			RYA Qualifications
Postcode			Sailing Experience
Tel (Day)		(Eve)	Date of Birth
Email			

Course title:

I Agree to the terms and conditions overleaf and enclose a cheque made payable to Commodore Yachting Ltd for £        as full amount for the above course / payment of £        made by card or bank transfer (please indicate payment method). Credit cards will incur a 2.5% surcharge, no charge for use of debit cards.

The following books are published by the RYA. The Competent Crew and Day Skipper publications are extremely useful pre-course reading and are recommended. For VHF courses the VHF radio book is required reading. The RYA Cruising Logbook is essential for you to record your experience at sea. We advise that you should purchase these from your local chandlers, or from us sending us a cheque for the books required. (please tick )

<b>Portland Plotter and Dividers</b>	<b>£22.99</b>	Office use only Date books sent .....
<b>Competent Crew Practical Course Notes</b>	<b>£ 10.99</b>	
<b>Day Skipper Practical Course Notes</b>	<b>£ 10.99</b>	
<b>Sail Cruising Syllabus and Log Book</b>	<b>£ 5.25</b>	
<b>Motor Cruising Syllabus and Log Book</b>	<b>£ 5.25</b>	
<b>RYA Motor Cruising Handbook</b>	<b>£14.99</b>	
<b>RYA VHF Radio inc. GMDSS</b>	<b>£ 6.50</b>	
<b>RYA Navigation Exercises</b>	<b>£19.99 + £4.99 p+p</b>	
<b>UK Postage and Packaging</b>	<b>£ 2.99 (Max 3 item - £1 per item thereafter)</b>	

Total Amount Enclosed

Signed	Date
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## Terms and Conditions

Our on-line theory courses are run in conjunction with Navathome. Navathome.com is an RYA recognised training centre run by Vic and Lyn Punch. Although based in Gibraltar courses are available online and are accessible worldwide and in conjunction with RYA Training centres.

Payments for course fees are due, in full, at the time of enrolment. Payment can be made by bank transfer, credit or debit card (i.e. Visa, Mastercard, Maestro (was Switch), Delta and Solo) or by cheque in GBP, drawn on a UK bank. A 2.5% surcharge is made on all credit card payments. In the case of payment by cheque we reserve the right to allow the cheque to clear before dispatching your student pack.

Once payment has been made and confirmed students will be sent the student pack and be supplied with the log in information to access the online course.

The student pack will be sent on the next working day and delivery within the UK is included in the course price.

Additional fees may be applied to addresses outside of these areas.

There is a six month time limit set for the course. Students will be removed from the list of users after 6 months. If you wish to continue the course after 6 months there will be a re registration fee of £30.

Students will retain log in information until they have completed the course and on passing their exam will receive the relevant certificate.

Under Navathome.com cancellation policy you can cancel your purchase up to 7 days from the day of delivery of the student pack.

The pack must be complete, unopened and in an 'as new' condition. All materials must be returned.

Access to the online course material is terminated immediately. A refund will be made less a £30 administration fee.

The cost of returning the student pack will be payable by the student.

You will not be able to claim a refund if the course material has been damaged or if you have no proof of purchase.

Students must have access to the internet and email to complete the course.

The course will run on windows based systems and Apple Mac. Most systems both of which will already be able to run 'Flash active graphics', however, this will automatically download when you start the course if you do not already have it.

Students will also need to provide a plotter, dividers, 2B pencils and paper.

Students should be at the correct level for the course being taken.

No previous experience is required to take the Day Skipper theory course, Day skipper level theory is required for the Coastal/Yachtmaster theory and Coastal/Yachtmaster theory is required before taking the RYA Ocean theory.

Commodore Yachting will provide online back up, skype and telephone backup as required by each student and every endeavour will be made to help students achieve their aims.

We will not disclose information about students unless we are legally obliged to do so or a student has agreed in writing in advance.

By enrolling you confirm that we may hold necessary business information about you including your name, address, course booking, payment and course record.

Any contract between you and us shall be governed by English law and the courts of England and Wales shall have non-exclusive jurisdiction over any dispute. All dealings, correspondence and contact between us and you shall be made or conducted in the English language.

Every effort has been made to ensure the accuracy of course information. However, Commodore Yachting, Vic and Lyn Punch nor navathome.com, cannot accept any liability for errors, omissions or inaccuracies in the course content. We continuously improve the course content and we do welcome any feedback from students which improve the quality of the course.

All online material has been written and is under copyright to Vic and Lyn Punch.

No part of the online documents can be reproduced, stored in or introduced into a retrieval system, or transmitted in any form or by any means, (electronic, mechanical, photocopying, recording or otherwise) or for any purpose, without the express written permission of Vic and Lyn Punch.

Course material should be treated as for any copyrighted material.

### **Can we help you?**

We are committed to providing a high-quality service to all our students and charterers. When something goes wrong, we need you to tell us about it. This will help us to solve any problems and ensure that the remainder of your course or charter is as enjoyable as possible.

If you have a problem, please tell your instructor, skipper or our office at the earliest opportunity.

If a solution cannot be found you should then tell the Principal of Commodore Yachting

### **What will happen next?**

1. We will look into the matter and do our best to resolve any problems
2. At this stage, if you are still not satisfied, you should contact:

The Royal Yachting Association  
RYA House  
Ensign Way  
Hamble  
Southampton  
SO31 4YA