



ENGLISH SPEAKING BOARD (INTERNATIONAL) LTD.  
 26a Princes Street Southport PR8 1EQ  
 Telephone 01704 501730 Fax 01704 539637  
 e-mail: admin@esbuk.org website: www.esbuk.org

## EXAMINATION RESERVATION FORM

Name of Organisation \_\_\_\_\_

Department \_\_\_\_\_  
 Address \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_ Postcode \_\_\_\_\_  
 Tel No. \_\_\_\_\_ Fax No. \_\_\_\_\_  
 Email \_\_\_\_\_

Name of Organsier \_\_\_\_\_  
 Position \_\_\_\_\_  
 Home address \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_ Postcode \_\_\_\_\_  
 Tel No. \_\_\_\_\_

Type: Adult Education Centre, Armed Forces, Central Government/NHS, Employer, F.E. College, HMP/YOI, Independent School, Language School, Local Government, Prep School, Private Provider, School (State), 6th Form College, Tertiary College, University/H.E., Other (Please underline your centre type)

Course(s) being followed \_\_\_\_\_ No. of examination rooms available \_\_\_\_\_

**ACCOUNT TO BE PAID BY** \_\_\_\_\_

Date of Examination	Alternative Date	Syllabus Title	Precise Levels	Number of Candidates
<i>Example</i> 10.09.04	<i>17.09.04</i>	Hotel & Catering	1	9
<i>Example</i> 10.09.04	<i>17.09.04</i>	Vocational	2	7

**In submitting its entry, the centre acknowledges it has the permission of the candidate to share information with ESB, where appropriate, for administration and assessment purposes only. Please note it is necessary for ESB to have relevant details on candidate numbers and the grade/level at this time in order to appoint the assessor(s).**

**IMPORTANT**  
 The examination will commence at 9.15 a.m.  
 unless alternative arrangements are made  
 with ESB HQ.

Continue overleaf if necessary