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| **CHANGE CONTROL NOTICE (CCN)** |
| **Contract Title:** | Contract for the Provision of Apprenticeship Training (The Contract) |
| **Contract Reference:** | CCDE20A01 | **Contract Change Number:** | CCDE20A01-1 |
| **Date CCN issued:** | 18/12/2020 | **Date Change Effective from:** | 21/12/2020 |
| **Between**: The **Crown Commercial Service** (The Customer) and CIPS Corporate Services Ltd (The Supplier)1. The Contract is varied as follows:

The contract variation only extends to the following change in wording to Section 4 in Attachment 5a Contract Order Form (please see Annex A – Attachment 5a Contract Order Form):The invoice for the amount of £9,000 will be paid in full for each learner/ apprentice based in Wales. Should any of these learners / apprentices withdraw from the programme before completion, CIPS Corporate Services Ltd will refund the remaining amount to coincide with the monthly drawdown amount of any apprentices based in England.To further Clarify, the payment schedule for apprentices is £400 for 18 months, with final payment of £1,800 in month 19.There is no change to the original contract value, term or deliverables.1. Words and expressions in this Change Control Notice shall have the meanings given to them in the Contract.
2. The Contract, including any previous Contract changes, authorised in writing by both Parties, shall remain effective and unaltered except as amended by this Change Control Notice.
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