



CEVAS 12 Monthly Policy on Overdue Folders

Each time somebody books a place on a CEVAS course they are sent a booking confirmation. On the that booking confirmation it says:

“All course work must be completed within 12 months of the date of the last session of the course or an additional administration fee will be charged. We look forward to meeting you on the first session. If you have any questions, please do contact cevas@leaf.eco or call 02476 413911”

However, after 12 months, there is a minimum one-day charge rate (if more work needs completing on the folder, then this will be scaled up). If more work needs completing, than 1 day can cover, then it scales up the number of days the trainer believes it will take.

The cost is £205 + VAT.

Portfolios received after 12 months do not qualify for membership discount.

Policy last reviewed March 2026, to be reviewed no later than March 2027.

CEVAS is managed by LEAF (Linking Environment And Farming) on behalf of the Access to Farms Partnership.



LEAF (Linking Environment And Farming), Stoneleigh Park, Warwickshire, CV8 2LG
T: +44 (0)24 7641 3911 enquiries@leaf.eco www.leaf.eco
Registered in England as a company limited by guarantee (Reg'd No. 3035047). Registered office as above.
V.A.T. Reg No. GB 660 9232 38 Registered Charity No. 1045781