

Networkshop 30 Delegate Booking Form
Organised by the University of Nottingham and UKERNA
26th to 28th March 2002 - University of Nottingham

Please print off or photocopy one booking form per person. If you wish to be accommodated close to another individual or party, please send forms in together, or indicate on this form*

PLEASE PRINT CLEARLY

<u>CONTACT DETAILS</u>	
Name: (as it will appear on the name badge):.....	
Job Title:	
Department:.....	
Institution: (as it will appear on the name badge)	
.....	
Address:.....	
.....	
.....	
Post Code:	E-mail address:
Telephone No	Fax No:
*Please accommodate close to:.....	

<u>PACKAGE REQUIRED</u>	Tick box	Insert Amount
Residential @ £ 350.00	<input type="checkbox"/>	
Non-residential @ £ 250.00	<input type="checkbox"/>	
<i>Accommodation on a bed and breakfast basis, in a single, en-suite bedroom, is included for the nights of Tuesday 26 and Wednesday 27 March. If you require accommodation on Monday and/or Thursday nights, please indicate here:</i>		
Monday 25 March @ £43.00	<input type="checkbox"/>	
Thursday 28 March @ £43.00	<input type="checkbox"/>	
	Total	£

<u>TRAVEL</u>	
Please provide an estimated time of arrival:
Method of transport (eg. car/train)

<u>SPECIAL REQUIREMENTS</u>
Please give details of any special dietary requirements e.g. vegetarian:
.....
Please give details of any special access requirements:
.....

There will be a delegate list published on the Networkshop web pages and in the Conference Guide

If you want your name to be listed please tick here:

(This has to be "opt in" rather than "opt out" for legal reasons)

If you will be speaking at the event please tick here

Late Bookings

Bookings will be received right up to the start of the conference, subject to availability, but bookings placed after 3rd March will be subject to a 10% surcharge.

Cancellation Policy

Between 7th January and 15th February 2002: refund 50% of fee

Between 16th February and 1st March 2002: refund 25% of fee

After 2nd March 2002: no refund

PAYMENT DETAILS

please make cheques payable to the 'University of Nottingham').

I enclose a cheque for

£.....

(please remember to include additional nights accommodation if applicable)

Or

Please send invoice to:

Address:

.....

.....

..... Post Code:

Purchase Order/reference number:

.....

TOTAL AMOUNT TO BE INVOICED

£.....

Please register me to attend Networkshop 30, 26th to 28th March 2002 at The University of Nottingham.

SIGNED:..... **DATE:**.....

PRINT NAME:.....

POSITION WITHIN INSTITUTION:.....

Bookings will not be confirmed until a purchase order or cheque has been received. Please print out and complete the order form and send it by mail to Julie Nicholson:

Networkshop 30

Lankester Conference Services

Grange Farm

Alverton

Nottinghamshire NG13 9PB