

Delegate Booking Form

The 5th Annual Restorative Approaches in Education and Residential Child Care Conference

MAKING THE LINKS...

26th - 27th February 2009
The Think Tank, Millennium Point, Birmingham

REGISTRATION

Please complete, sign & return by fax,
email or post to the conference organisers
for this event:

Benedict Business Resources
St Jude's Place, P.O. Box 617,
Albury, Guildford, Surrey GU5 9XU

Tel: 01483 203 536

Fax: 01483 202 335

Email: benedictbr@btinternet.com

CONFERENCE FEES

One day only: Day 1 Day 2 (Please tick)

• Schools rate

£240.00 + £42.00 VAT Total £282.00

• Public Sector rate

£275.00 + £48.13 VAT Total £323.13

• Full rate

£350.00 + £61.25 VAT Total £411.25

• Voluntary & Charitable

£165.00 + £28.88 VAT Total £193.88

Both days

• Schools rate

£355.00 + £62.13 VAT Total £417.13

• Public Sector rate

£385.00 + £67.38 VAT Total £452.38

• Full rate

£450.00 + £78.75 VAT Total £528.75

• Voluntary & Charitable

£250.00 + £43.75 VAT Total £293.75

ACCOMMODATION (please see overleaf)

• Thursday 26th February

£77.00 (inc VAT)

• Friday 27th February

Standard £77.00 (inc VAT)

Classic £67.00 (inc VAT)

CONFERENCE DINNER (please see overleaf)

3 course meal plus a glass of wine/soft drink and coffee
£28.00 (inc VAT)

Signed

Dated

If you do not wish to be notified about future PSS
conferences and events please indicate by placing a
cross in the box

Please note that these details will not be sold to third parties for any purpose.

Please complete in BLOCK CAPITALS

CONTACT DETAILS

Name of organisation:

Address to which delegate packs should be sent:

Town, County:

Post Code:

Contact Name:

Telephone:

Fax:

Email:

Purchase Order No:

Invoicing Address if different:

DELEGATES' DETAILS

Delegate 1

Title:

Name:

Job Title:

Special Needs – Please circle as appropriate

Vegetarian Diet

Induction Loop

Vegan Diet

Large Print

Wheelchair Access

Other (please specify)

Conference Dates Required:

Day 1 only Day 2 only Both days

Accomm: Thursday Friday Standard Friday Classic Conference Meal

Day 1 Workshop A B C

Day 2 Workshop A B C

Delegate 2

Title:

Name:

Job Title:

Special Needs – Please circle as appropriate

Vegetarian Diet

Induction Loop

Vegan Diet

Large Print

Wheelchair Access

Other (please specify)

Conference Dates Required:

Day 1 only Day 2 only Both days

Accomm: Thursday Friday Standard Friday Classic Conference Meal

Day 1 Workshop A B C

Day 2 Workshop A B C

Restorative Approaches

BOOKING NOTES

Places will be allocated on a first-come, first-served basis so apply early to secure your place.

The fee for this conference is shown on the booking form. This includes conference notes, buffet lunch and refreshments.

An invoice will be raised on receipt of this booking form and sent, under separate cover, to the address indicated.

Payment must be made within 28 days of the invoice date and in advance of attendance in order to secure your place. An administration charge of £20 will automatically be added to any invoices outstanding for more than two days after the date of the conference.

Cheques should be made payable to PSS Conference Account and returned to Benedict Business Resources. BACS details will be provided with the invoice.

Unfortunately we are unable to take telephone bookings.

CONFERENCE DINNER AND OVERNIGHT ACCOMMODATION

The accommodation reserved is at the Aston Business School, Aston Triangle, Birmingham, B4 7ET. This is the equivalent to a 3* hotel and is approximately an 8 minute walk to the Think Tank, the conference venue and a 15 minute walk or short taxi ride from Birmingham New Street Station. A buffet breakfast is included in the price. There is a £15 supplement for double occupancy. Cancellation of this accommodation must be by 28 January 2009 or funds cannot be reimbursed.

The conference dinner will take place in the Lakeside Centre on the same campus and this is a 4 minute walk (partially under cover) from the accommodation.

The conference dinner will cost £28.00 and comprises a three course meal (with vegetarian option), a choice of one soft drink or a glass of wine, followed by coffee. Additional drinks are at own cost. Cancellation of this meal must be received by 28 January 2009 or funds cannot be reimbursed.

CONFIRMATION

Individual confirmation of place packs will be mailed to each delegate shortly after receipt of the booking form.

CANCELLATION

It will not be possible to refund any fees if notification of cancellation is received after 28th January 2009. Any booking cancelled after this date will be subject to the full conference fee. Substitute delegates are welcome. Notification of a change of name must be received in writing, by email or by fax.

Please note that it may be necessary, for reasons beyond the control of Public Sector Strategies, to change the content or timing of the programme, speakers, date or the venue.

DATA PROTECTION

By signing this booking form you consent to these details being stored in a database operated by Benedict Business Resources on behalf of Public Sector Strategies which will only be used for the purposes of administering this conference and will not be sold to any third parties.

Special needs information will be disclosed to the venue's representatives in order to facilitate your attendance at the event.

A full copy of the BBR privacy policy is available on request.

FORCE MAJEURE

Public Sector Strategies and Benedict Business Resources shall not be liable for any failure or delay in the performance of its obligation where the same is due to any circumstances outside its reasonable control including (without limiting the foregoing) war, strikes, lockouts, flood, earthquake, natural disasters, industrial action, shortage of supplies, breakdown of machinery, failure of utility supply, transport delays, accidents, government action, fire, riot, terrorism or criminal acts or delays caused by sub-contractors.

PLEASE SEE REVERSE FOR DELEGATE BOOKING FORM