



Anglia Ruskin  
University

Cambridge Chelmsford Peterborough

**Environmental Impact Assessment (EIA) Scoping and Screening for Waste & Minerals**

Thursday 18<sup>th</sup> July 2013

Room 108, Coslett Building, Anglia Ruskin University, East Road, Cambridge CB1 1PT

External Organisation			
Name of Delegate(s)		Job Title	
Phone No.		Ext.	
Email Address		Fax	
Invoice Address			
Postal Address, if different			
Purchase Order Number (if Applicable)			
Parking Requirements			
Dietary Requirements			
<b>Would you please sign and return this Booking Form as confirmation of your booking and acceptance of the Conditions and Cancellation Charges below</b>			
Signature			
Date			

**COST & CANCELLATION CHARGES**

The cost of the workshop is £200 per head plus VAT. There is a 25% discount for 4+ places. A booking is confirmed once the delegate's booking form has been received by the University. Should you subsequently cancel your place, a fee is payable to the University as follows:

**10%** of full cost for cancellation prior to **12 weeks**

**50%** of full cost for cancellation within the period **12 weeks to 14 days** prior to date of event

**80%** of full cost for cancellation within the period of **14 days** prior to date of event

**100%** of full costs for **non-attendance** without notification

Please sign and return this form to:

Projects and Events Administration Team  
Faculty of Science & Technology  
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Bishop Hall Lane  
Chelmsford  
Essex CM1 1SQ  
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