

Booking form

If booking within 14 days of the conference, payment or a purchase order must be enclosed with this form. For queries relating to bookings phone Jemma on 01786 467740

Save time! Book online at www.dementiashop.co.uk

1. I would like to book the following (tick as appropriate)

	Standard rate	Early bird (book by 30.06.09)	Voluntary sector*	Person with dementia or their carer
Day 1 (15 September)	<input type="checkbox"/> £175	<input type="checkbox"/> £150	<input type="checkbox"/> £100	<input type="checkbox"/> £65
Day 2 (16 September)	<input type="checkbox"/> £175	<input type="checkbox"/> £150	<input type="checkbox"/> £100	<input type="checkbox"/> £65
Both days (15 and 16 September)	<input type="checkbox"/> £285	<input type="checkbox"/> £250	<input type="checkbox"/> £150	<input type="checkbox"/> £120
Pre-conference networking buffet (evening of 14 September)	<input type="checkbox"/> £25	<input type="checkbox"/> £25	<input type="checkbox"/> £25	<input type="checkbox"/> £25
Drinks reception and conference dinner (evening of 15 September)	<input type="checkbox"/> £40	<input type="checkbox"/> £40	<input type="checkbox"/> £40	<input type="checkbox"/> £40
TOTAL	£ _____	£ _____	£ _____	£ _____

*This rate is for voluntary organisations and students and is subject to availability

2. Delegate details

(a separate form is required for each delegate)

Title _____ Name _____
 Job title _____
 Organisation _____
 Address _____

 _____ Postcode _____
 Daytime phone _____
 Email _____@_____

3. My symposium preferences

Delegates can attend one symposium each morning and afternoon of the conference. For each symposium **please state your 1st and 2nd preferences** (example below). Places are limited and will be allocated on a first-come, first-served basis. Delegates will be advised at conference registration of their allocated symposia. Note that delegates can only enter part of an unallocated symposium if seating can accommodate this.

Symposium 1			Symposium 2		
15/09 morning	EXAMPLE		15/09 afternoon	EXAMPLE	
	1A	1st <input type="checkbox"/>		2A	<input type="checkbox"/>
	1B	<input type="checkbox"/>		2B	2nd <input type="checkbox"/>
	1C	<input type="checkbox"/>		2C	<input type="checkbox"/>
	1D	2nd <input type="checkbox"/>		2D	<input type="checkbox"/>
			2E	1st <input type="checkbox"/>	
	1E	<input type="checkbox"/>			
Symposium 3			Symposium 4		
16/09 morning	EXAMPLE		16/09 afternoon	EXAMPLE	
	3A	<input type="checkbox"/>		4A	<input type="checkbox"/>
	3B	1st <input type="checkbox"/>		4B	2nd <input type="checkbox"/>
	3C	2nd <input type="checkbox"/>		4C	<input type="checkbox"/>
	3D	<input type="checkbox"/>		4D	<input type="checkbox"/>
	3E	<input type="checkbox"/>	4E	1st <input type="checkbox"/>	

Cancellations and changes. Cancellations received in writing seven working days before the event will be subject to a £25 administration fee. After this date no refunds can be made nor invoices cancelled. Substitution of delegates is acceptable at any time. In the event of cancellation by the organisers liability will be limited to a refund of the fees paid. It may be necessary for reasons beyond the control of the organisers to make changes to speakers, content or timing of the programme.

4. Payment method

- Master Card/Visa (delete as appropriate)
- Cheque or postal order (made payable to 'University of Stirling')
- Invoice: please invoice my organisation using the following purchase order number: _____

Credit/debit card details

Expiry date: CSC No. (last 3 digits on signature strip)

Start date: Issue number (where present):

Signature: _____

Card-holders billing details OR address for invoicing:

Title _____ Name _____
 Job title _____
 Organisation _____
 Address _____

 _____ Postcode _____

Daytime phone _____
 Email _____@_____

5. Additional information

If you have any special dietary, access or other requirements, please let us know here: _____

I do not wish to receive further information from the DSDC

Please let us know where you heard about the conference: _____

6. Accommodation

To book accommodation for the conference visit:
<https://www.conferencebookings.co.uk/delegate/YRKDSDC09>

Please post your completed form to: The Dementia Services Development Centre, Iris Murdoch Building, University of Stirling, Stirling, FK9 4LA or fax to 01786 466846