

BOOKING FORM

Recognising Lifewide Learning: looking to the future.

Monday 10th June 2013.

Please tick as appropriate.

CRA Institutional Member £55	Organisational/ Individual CRA Members and Lifewide Education Network Members £75	Non CRA Member £85
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please complete the details below and tick the appropriate boxes.

Title: (Mr/Mrs/Miss/Ms/Dr)	Forename:	Surname:
Job Title:		
Organisation/ Institution:		
Telephone:	Email:	
Address:		
Dietary/ Access or other Requirements:		

PAYMENT METHOD: Payment must be received in full prior to the event (BACS or cheque only).

Bookings can only be accepted upon receipt of a full purchase order accompanied by your booking form or by providing full contact** details below for whom your invoice can be addressed to.

Please tick the appropriate box on the right and add information where required.

I enclose a cheque: Made payable to The Centre for Recording Achievement.

I enclose an official purchase order with this booking form.

You must attach fax, email or hard copy at the same time as sending your booking form.

Please invoice me/ my institution using the details provided below:

** Please provide details of who is responsible for paying for your booking if you are not raising a purchase order.

**Contact Name:

**Contact Address:

Email Address:

Postcode:

BACS/ Electronic payment: Account details are as follows: Bank: INVESTEC Sort Code: 08-60-68

Account No: 41921401 Bank Account Name: The Centre for Recording Achievement

Data Protection Act Statement:

The information supplied on this booking form will be stored in paper and electronic format by the Centre for Recording Achievement. We will not pass this data onto third parties.

Please tick to indicate your agreement with the following:

I agree to my name, institution and e-mail being featured on the attendance list distributed to all delegates at the named event.

I agree to the information I have supplied on this form being stored in an electronic format.

Places at this event are allocated on a 'first come, first served basis'.

The Centre for Recording Achievement operates a **NO REFUND policy**. Substitute delegates will be accepted at no extra cost.

Signature:

Date: ____ / ____ / 2013

Please complete and return this booking form to:

Samantha Green, CRA 104-108 Wallgate, Wigan, Lancashire, WN3 4AB.
Tel: 01942 826761; Fax: 01942 323337; Email: mail@recordingachievement.org