

Hillscourt Centre

Education Seminar 2017 Enrolment Form

9th – 11th March 2017

Please return all completed forms to Julie Callender, ICCM National Office, City of London Cemetery,
Aldersbrook Road, Manor Park, London, E12 5DQ, email julie.callender@iccm-uk.com

PLEASE COMPLETE IN BLOCK CAPITALS

Title (Mr/s, Ms, Other) First Name Last Name

Authority/Employer Order No

Address for correspondence to you about the Education Seminar
Postcode

Telephone Email

NB: Correspondence will be by email wherever possible

Address for Invoice if different
Postcode

ATTENDANCE

Please tick as appropriate

Full Attendance	Includes en-suite bed and breakfast accommodation in single room for 2 nights, all meals, services of SBS tutors and ICCM Officers, social events	£475.00	<input type="checkbox"/>
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Partial Attendance	Includes all meals, services of SBS tutors and ICCM Officers, excludes accommodation and social events	£300.00	<input type="checkbox"/>
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NB Prices exclude VAT

Special Requirements	Please list here any special dietary, accommodation or other requirements (Please note if a double room is required for single occupancy an extra charge of £25.00 + VAT per night will be applied)
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Subject(s) Being Studied	Please list here the Subjects you are studying, and what modules you hope to work on at the Seminar
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TERMS AND CONDITIONS

An invoice for the full amount will be sent to the address you gave above. Full payment is due as invoiced. Delegate cancellations must be received in writing before 31 January 2017 – the fee will be refunded less a £50.00 administration charge. After 31 January 2017 NO money will be refunded for cancellations. Bookings may be transferred to colleagues, but any transfers must be notified to the ICCM Office in writing. It may be necessary for reasons beyond the control of the ICCM to change the content and timing of the programme, the date or the venue. In the unlikely event of the Education Seminar being cancelled we will make a full refund but disclaim any further liability. Please be aware that personal details such as Name and Organisation/Authority will appear in the Education Seminar literature, and will be held in accordance with the principles of the Data Protection Act. Please be aware that during the course of the event photographs may be taken for reporting and publicity purposes. Your agreement to attend the event implies your approval for any such photographs to be used without seeking further consent.

I wish to enroll as a delegate at the ICCM Education Seminar 2017 and agree to the Terms and Conditions above:

Signed: _____ Date: _____

Authorising Officer

Should you require an authorising signature for this booking please arrange for the Authorising Officer to complete this section.

Print Name: _____ Position: _____

Signed: _____ Date: _____