People, places and partnerships – the role of councils and local partners tackling unemployment
24 January 2012, Local Government House, London
REGISTER ONLINE WWW.CESI.ORG.UK

Use one form per delegate, complete and return to:
Inclusion Events, 3rd Floor, 89 Albert Embankments
London, SE1 7TP, Fax: +44 (0)20 7582 6391
Tel: +44 (0)20 7582 7221, E-mail: events@cesi.org.uk
Book online at www.cesi.org.uk

☐ I/my organisation would like to more information about **inserts/exhibition/sponsorship opportunities** at the conference (delete as appropriate). Please send me further information and prices.

Name and details of person attending the convention	
Name:	
Job title:	
Organisation:	
Address: Postcode:	
Tel:	Fax:
Email (joining papers will be e-mailed to this address):	
Any other special needs (e.g. Mobility problems, wheelchair user):	Special dietary requirements (e.g. gluten free or nut allergy):
Invoice details if different from above	
Name:	
Organisation:	
Address:	Postcode:
Email (Invoices will be e-mailed to this address):	Contact Tel:

Description - All fees subject to VAT	Fee	Total cost
Private sector fee	£345	£
Public sector/ educational institutions fee	£265	£
Voluntary/ charity/ not-for-profit organisations and LGA members fee	£199	£
5% Group booking discount for five or more delegates*	5%	£-
10% *Inclusion* supporter discount	10%	£-
	VAT @ 20%	£
	Grand total	**£**

PAYMENT DETAILS

☐ **Cheque** enclosed made payable to: Centre for Economic & Social Inclusion

☐ **BACS** Bank: The Co-operative Bank Sort Code: 08-92-50 Account no: 70347667 Account name: Centre for Economic & Social Inclusion

☐ **Credit Cards.** Please debit (tick as appropriate) ☐ **VISA** ☐ **Master Card** ☐ **Switch** ☐ **Solo Card**

Card number ☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐ Expiry date ☐☐/☐☐

Valid from ☐☐/☐☐ Issue number ☐☐ Security number on back of card ☐☐☐

Name on card (as it appears on the credit/debit card)

☐ **Invoice** Purchase Order _____

DATA PROTECTION ACT 1998

Your details will not be passed on to any third parties and will be stored in line with the Data Protection Act 1998. *Inclusion* is registered under the Data Protection Act 1998. **Please tick if you do not wish us to contact you for this purpose.** ☐ *Inclusion* may not use this data to inform you of our services we believe are be relevant to you ☐ *Inclusion* may not use this data to contact you for research purposes.

BOOKING TERMS AND CONDITIONS

By signing this form, you/your organisation are agreeing to and will comply with *Inclusion's* payment terms and conditions. Completion of a registration form does not guarantee a place at the event or constitute a confirmed booking. We will accept cancellations by writing, fax or email (but not by phone) up to **10/01/2012** but will charge a £70+VAT administration fee. After this date, we cannot make any refunds. Outstanding invoices will be liable for payment in full. To amend or change a booking please write, fax or email the change; telephone changes will not be accepted. Bookings made after **10/01/2012 1**are non-refundable. Shared places are not permitted. Places are allocated on a first come first served basis. A confirmation letter and joining details will be issued prior to the event. If you have not received confirmation of your booking within 48 hours of submitting your registration form, please contact the events department on 020 7582 7221. The booking form constitutes a legally binding agreement. In the event of any situation that prevents a delegate's attendance, for example transport strikes, adverse weather conditions, acts of God, terrorist attack, personal health, *Inclusion* cannot be held responsible and will not issue refunds.