

BAPEN 2008 - REGISTRATION FORM

4 & 5 November – Harrogate International Centre

This form should be sent with payment (*please see Booking Conditions*) to Sovereign Conference.

For legibility purposes please complete this section in **BLOCK CAPITALS**

Full Name:

(Please state: Mr., Ms., Professor, Doctor or Other) This will appear on your name badge.

Job Title:

Workplace:

Address to which correspondence should be sent:

Postcode:

Tel No: Fax No:

E-mail:

Discipline (i.e. Nurse, Pharmacist, Dietitian etc.):

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Please tick to confirm you are a:

Full Individual Member BAPEN Membership No.

Please tick the boxes to indicate your requirements and insert the amount you are enclosing. £

BAPEN Medical Post-graduate Teaching Day

Monday 3rd November 2008

2 Day Conference Package

Tuesday 4th November & Wednesday 5th November 2008

Day Delegate Rate (*please indicate which day you wish to attend*)

Tuesday 4th November 2008

Wednesday 5th November 2008

BAPEN Annual Dinner – Tuesday 4th November 2008

No. of tickets _____ (Guests welcome) @ £45.00 per person

TOTAL AMOUNT ENCLOSED

CREDIT CARD PAYMENTS:-

MasterCard Maestro Visa Visa Electron

Switch Solo JCB

Card Number:

Card valid from: Card expires: Issue number:

Card Name:

Accommodation - please tick the box(es) to indicate your requirements

Monday 3rd November 2008 Tuesday 4th November 2008

Additional nights (specify night)

Please reserve the following hotel (1,2,3, etc), subject to availability:

1st Choice 2nd Choice 3rd Choice

Single Room Twin Room Double Room

If you are booking a twin or double room please advise the name of the additional person sharing, otherwise we will assume that the room is being booked for single occupancy and you will be charged accordingly. **Note** it is not possible for shared rooms to be arranged by the conference organisers.

Name of person sharing twin/double room is

Special Dietary Requirements Please advise of any special dietary requirements (i.e. vegetarian, gluten free, wheat free, etc.)

Please read the Booking Conditions prior to completing this form. All completed forms should be sent to the Conference Organisers, Sovereign Conference.

Please tick to confirm you have read and agree with the Booking Conditions and that you will be responsible for settling the accounts of all persons mentioned on this form.

Date:

Please indicate if you are a member of a founder organisation or a full individual member of BAPEN:

BAPEN BAPEN Medical ESPEN NNNG PENG PINNT BPNG Nutrition Society

Conference Organisers

Sovereign Conference, Exhibitions & Travel Incentives
Secure Hold Business Centre, Studley Road, Redditch, Worcestershire, B98 7LG
Tel: +44 (0) 1527 518777 Fax: +44 (0) 1527 518718
E-mail: association@sovereignconference.co.uk

BOOKING CONDITIONS

1. Payment **must** accompany the Registration Form. There are three easy ways to Pay:

By CREDIT CARD Please complete the relevant section on the Registration Form

By CHEQUE Cheques to be made payable to B.A.P.E.N. and crossed a/c payee and must be drawn on a United Kingdom Bank in pound sterling

By BACS:

| | |
|----------------------|--|
| Account Name: | BAPEN |
| Bank Address: | NatWest - Sheerness Branch, 29 High Street, Sheerness, Kent, ME12 1NU |
| Account No: | 56080549 |
| Sort Code: | 60-19-04 |
| Swift Code: | NWBKGB21092 |
| IBAN Code: | GB10 NWBK 6019 0456 0805 49 |

Please submit a copy of the Remittance Advice to the Conference Organisers

2. Full Individual Members of BAPEN are entitled to a reduction on the registration fees, subject to receipt of the membership fee as a Full Individual Member of BAPEN being paid in full by 1st April, 2008.
3. Pre and post graduate students are entitled to a 50% reduction on the registration fees providing they cannot obtain funding. This is subject to the submission of a letter of application and a letter of recommendation from their head of department. These should accompany the Registration Form.
4. Any cancellation after **Friday 26th September 2008** or a 'non-attendance' at the conference carries a 100% cancellation fee.
5. No refund will be given for any reason other than in condition number 4.
6. The Conference Organisers (Sovereign) and BAPEN will not be held responsible for any reason outside their control should the conference not be able to commence or be curtailed early.
7. The Conference Organisers (Sovereign) and BAPEN will not be held responsible for any loss or damage of personal items of the delegates or injury caused to a conference delegate or exhibitor at the Harrogate International Centre or any of the hotels.
8. All delegates must register at the Conference Registration Desk. Details will be confirmed in the final delegate letter, which will be forwarded before the conference commencement date.
9. The Conference Organisers (Sovereign) and BAPEN will not be held responsible for anyone not being able to participate in this meeting due to it being over subscribed.
10. All hotels are subject to availability, and the Conference Organisers (Sovereign) and BAPEN will not be held responsible for any delegate not being able to book one of the conference hotels.
11. Should you have any special dietary needs, e.g. vegetarian, vegan, gluten-free, etc., medical requirements, etc., these should be advised to the Conference Organisers (Sovereign) at the time of booking.
12. Each delegate booking accommodation is responsible for settling their own accounts direct with the hotel, unless prior arrangements have been made with the Conference Organisers (Sovereign).
13. Each delegate will be forwarded a delegate letter, confirmation of attendance and, if applicable, Accommodation Confirmation on receipt of the completed Registration Form. A full programme and Abstract Booklet will be available upon registration at the conference.
14. Cancellation Insurance is available, should delegates have to cancel due to medical reasons. Further details are available on request from the Conference Organisers (Sovereign).

Should you have any queries or require any additional information please contact the Conference Organisers:

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