

CELEBRATING EXCELLENCE BOOKING FORM
Thursday 7 February 2008. One Silk Street London, EC2Y 8HQ

Please reserve the following place(s) at **Celebrating Excellence 2008**

	Gold member	ifs ProShare member	Non member
..... place(s)* @	£64+ VAT <input type="checkbox"/>	£80 + VAT <input type="checkbox"/>	£195 + VAT <input type="checkbox"/>

(* Members: maximum of three delegates - third delegate from the same company goes free but needs to complete a booking form; Non-members: maximum of two delegates)

CONTACT NAME: _____

EMAIL: _____

TEL: _____ FAX: _____

ORGANISATION: _____

ADDRESS: _____

ATTENDEE 1 NAME: _____

JOB TITLE: _____

E-MAIL: _____

ATTENDEE 2 NAME: _____

JOB TITLE: _____

E-MAIL: _____

ATTENDEE 3NAME: _____

JOB TITLE: _____

E-MAIL: _____

Please tick box 1,2 or 3 below to indicate method of payment and complete the relevant details:

1. I enclose a cheque for £_____ made payable to **ifs ProShare**
2. Please send an invoice for £_____ to booking contact above (or provide alternative address)
3. Please charge £_____ to my Switch / Visa / Mastercard (delete as applicable)

Start Date Issue No. (Switch only) Expiry Date

Cardholder's Name: _____ Signature: _____

Confirmation: Return this form to Denise Courtney by email to dcourtney@ifslearning.ac.uk or by fax to 020 7444 7115. Confirmation of booking will be made upon receipt of payment.

Queries: If you have any queries regarding your booking please contact Denise on 020 7444 7139.

Data protection – The details above will be used to process the booking and will appear on the delegate list. We may contact you about future events. Please tick here to withhold your details.

Replacement and Cancellations: Replacements for delegates will be accepted at any time. A full refund, less £50 + VAT administration fee per delegate, will be given for cancellations received up to 14 days before the event. Cancellations must be made in writing (letter or fax) and reach this office before the 14 working day deadline - no refunds will be given for cancellations received after the deadline.