

Climate Change and the Implications for People and Poverty Booking Form

Friday 4 December 2009, 9am - 5.30pm
The Resource Centre, 356 Holloway Road, London, N7 6PA

To book a place on this course, please complete this form and return it either by email to Sophie Peachey: consulting@practicalaction.org.uk, by fax or by post to the address at the foot of this page.
Please **use one form per person**.

Personal Details

Name:	Job Title:	Organisation:
Address:		Tel. No:
		Email:
		Fax No:

Access and Dietary Requirements (please detail as required)

Wheelchair Access / Parking:
Dietary requirements:
Other (please specify):

Payment (booking is dependent upon receipt of payment)

Early Bird Before 18 November 2009	£160
Standard After 18 November 2009	£180
NB Last date for bookings 27 November 2009	

The Schumacher Centre for Technology and Development, Bourton on Dunsmore, Rugby, Warwickshire, CV23 9QZ, UK
T +44 (0)1926 634403 | F +44 (0)1926 634405 | E consulting@practicalaction.org.uk | W www.PracticalActionConsulting.org

Please indicate how payment will be made:

Cheque made payable to 'Practical Action Consulting'

Bank transfer to:

Account Name: Practical Action Consulting
 Account No: 30512893
 Sort Code: 20-73-48
 Bank Address: Barclays Bank PLC, PO Box 11,
 36 North Street, Rugby CV21 2AN. UK

For cancellation policy, please see Booking Conditions.

Signature of participant _____

Date _____

Expectations/Objectives from attending To ensure that participants' learning goals are incorporated into this course, please identify your key expectations or aims that you would like the course to fulfil:

1.
2.
3.

Please tell us how you heard about this course:

PAC Website _____ Email (from whom?) _____ Colleague _____

If other please specify _____

Booking Conditions

- Places will be allocated on a first-come/first-served basis.
- Your place will only be fully confirmed upon receipt of the workshop fee by cheque/ bank transfer. Please send the booking form with or in advance of payment. Its receipt without payment does not guarantee a place.
- Bookings over the maximum number of places will be put on a waiting list in case any cancellations are received.
- Any course will only go ahead with a minimum of **20 bookings**. If uptake is lower than this, PAC will cancel or postpone the event and advise participants 3 working days before the planned date. Should the event go ahead, a final confirmation letter with further details of the event and venue will be sent to you within the same deadline. Please bear this in mind while making your travel arrangements, as PAC is not in a position to refund travel costs.
- Cancellations will be accepted until a week before the course, although please note that for all cancellations a 30% administration fee will be charged. Refunds will not be made for cancellations after this time. However you may delegate a colleague to attend in your place.
- In cases where PAC can accommodate late bookings where no payment in advance is possible, you will be invoiced for the workshop whether you attend or not.
- By ticking the box below you agree to comply with the above terms and conditions.

I have read and agree to the terms and conditions.

Data Protection Act 1998

If you would like to receive emails about PAC's training opportunities, please tick here ____

The data collected in this form may be used for the purposes of marketing PAC training courses. The data will not be disclosed to any organisation that is not associated with PAC.

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