

## DELEGATE REGISTRATION FORM

VENUE CYMRU, LLANDUDNO – 4<sup>th</sup> November 2011.

Please note: only one delegate per booking form.

<b>First Name:</b>	
<b>Surname:</b>	
<b>Organisation/Company:</b> (inc. Welsh Translation if applicable)	
<b>Position:</b>	
<b>Address:</b>	
<b>Contact Number:</b>	
<b>Mobile Number:</b>	
<b>E-mail:</b>	

Please specify any specific requirements:

<b>Dietary/Access Requirements?</b>	
<b>Any other requirements?</b>	

<b>Are you a member of one of the professional bodies organising the conference? If so, please note.</b>	
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<b>Please note which sector you work for? (tick box)</b>	PUBLIC	
	PRIVATE	
	NOT FOR PROFIT	

<b>What are you hoping to gain from attending?</b>	
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**PAYMENT:**

DELEGATE TICKET :	Fee	Total Fee inc VAT @ 20%
	£50.00	<b>£60.00</b>

Please note your preferred method of payment:

<b>Cheques:</b> should be made payable to <b>Spotlight North Wales Ltd</b>	
<b>Invoice:</b> Please note Purchase Order Number	
<b>BACS :</b> Please contact us for further details	

<p><b>Completed Registration Forms should be returned to:</b></p> <p>Spotlight North Wales, C/o Momentwm, Tŷ Pendre, Pwll Glas, Mold, Flintshire. CH7 1RA</p> <p>Email: <a href="mailto:spotlightnorthwales@momentwm.com">spotlightnorthwales@momentwm.com</a></p> <p>For any further information, please contact the Conference Team on 01352 754212</p>
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<p><b>Booking Terms &amp; Conditions</b></p> <p><b>Amendments &amp; Cancellations</b> – Changes may be notified in writing up until 1<sup>st</sup> September when a full refund will be made. No refunds can be given in respect of changes after this date but substitutions may be made provided written notification is received.</p> <p>Conference organisers will endeavour to run the scheduled programme. The organisers reserve the right to change the programme, venue and speakers. The organisers also reserve the right to reschedule the date if necessary and will keep delegates updated of any changes. Please refer to <a href="http://www.spotlightnorthwales.com">www.spotlightnorthwales.com</a> for regular updates on conference developments.</p> <p>Any information submitted is used for the purpose of registration. Postal addresses and e-mail addresses will be available to Spotlight North Wales partner organisations so they can send you information about their services if they wish. If you <b>do not</b> wish for your details to be shared with Spotlight North Wales partners, please tick this box <input type="checkbox"/></p> <p>Photographs will be taken at the conference and will be used for future marketing of Spotlight North Wales. If you would prefer not to be photographed during the day, please inform us on arrival at the conference.</p> <p style="text-align: center;"><b>I have read the Booking Terms &amp; Conditions and agree to abide by them.</b> <input type="checkbox"/></p>
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