

Event name: **Looked After Children's Nurses Conference**

Event date: **27 April 2020**

Your details RCN Member Yes <input type="checkbox"/> No <input type="checkbox"/> RCN Member no Email Title First name Surname Job Title Organisation Organisation town Home no Work No Mobile no Home address Postcode County Specific requirements			
Conference fees One day member £150 <input type="checkbox"/> One day non member £222 <input type="checkbox"/> Early bird member* £127.50 <input type="checkbox"/> Early bird non member* £188.70 <input type="checkbox"/> *Bookings before 19 January 2020 Total cost		Payment <input type="checkbox"/> By cheque: (made payable to the Royal College of Nursing) I enclose a cheque for £0.00 <input type="checkbox"/> Credit card: I authorise you to debit my VISA <input type="checkbox"/> MASTERCARD <input type="checkbox"/> MAESTRO <input type="checkbox"/> (please circle) for £0.00 Card no Issue number Card expiry date Card valid from Card security code (Maestro) MM/YY MM/YY (3 digit number on back of card)	
Discounts If you are a member of the RCN, you could be eligible for a discount on the conference fee <input type="checkbox"/> nursing student (pre-registration only) /associate retired/HCA/AP 40% off fee <input type="checkbox"/> accredited RCN Trade Union Representative 25% off fee <input type="checkbox"/> group discount – three or more delegates booking at the same time 10% off each fee Only one discount can be used for each booking, and discounts do not apply to the early bird rate, or cost of accommodation or conference dinners.		Cardholder's name and address (if different from above) Address Postcode Telephone no Email (If different from above. For receipt of credit card payment) <input type="checkbox"/> BACS: National Westminster Bank Sort code: 60-40-02 Account no: 58898557. If paying by international bank transfer (from outside the UK) please quote: Swiftcode NWBK GB 2L. IBAN GB77 NWBK 6040 0258 8985 57 (Please send remittance advice with your completed registration form as proof of payment.) Signature Date	
<p>You will not be registered for this event unless payment accompanies your application. Places cannot be held provisionally. To request an invoice please email a purchase order to the organiser along with the completed booking form</p>			

How to book

Online booking is now available at www.rcn.org.uk/th2020

Post this booking form with payment/remittance advice to: Event registrations, PO Box 2329, Cardiff CF23 8YZ.

Phone (payment with credit card/Maestro): 029 2054 6460.

Fax this booking form to: 029 2054 6489 with your card details.

Registration confirmation: All bookings will be confirmed in writing, and nearer to the conference you will receive delegate information, including directions to the venue.

If you want to confirm that you are registered for the event, please contact: RCN Event registrations on 029 2054 6460 Mon-Fri 9am – 4.30pm.

Terms of booking

Conference fees: The conference fee includes registration for the conference, conference materials, lunch and refreshments. It does not include travel or accommodation.

Cancellations: Cancellations received ten working days before the start of the event will be refunded, minus a 25% administration fee. No refunds can be processed after this date. Places can be substituted with the prior knowledge and agreement of RCN Events.

It may be necessary for reasons beyond the control of the organisers to alter the content and timing of the programme or the occasional identity of the speakers.

RCN Events take no responsibility for non-refundable travel/accommodation in the case of a changed programme or cancelled event.

By sending this completed form, you are giving the RCN consent to process your credit card details

Data protection: We like to keep you informed about services, campaigns, events, publications and new initiatives. It is also important for us to find out your views on a range of issues. This may be by post, telephone or electronic messaging. **SHOULD YOU NOT** want us to do this, please tick this box

Please tick the box if you would like to be informed by post or email of favourable rates on a variety of externally provided services

Further information: If you need to enquire about further details of the conference please contact the organiser:

Name & job title, Royal College of Nursing, 20 Cavendish Square, London W1G 0RN