

# Child Centred Policing National Conference

Thursday 18th January 2018  
1, Victoria Street, London SW1H 0ET



## Booking Form

**Please complete one form per person**

Closing date for receipt of completed booking forms: **30th December 2017**

<b>Delegate Details – Please complete one form per attendee</b>	
Title/Rank:	
Forename:	
Surname:	
Force/Organisation:	
Job Title:	
Email Address:	
Daytime Telephone No:	
Mobile Telephone No:	
Correspondence Address:	
Please state any dietary requirements:	
DDA Requirements: Please Specify	

<b>Payment Details &amp; Returning Completed Booking Forms</b>	
<input type="checkbox"/>	Payment via debit or credit card for £ 62.50 +VAT (£75.00)  Please complete this form and return it via email to <a href="mailto:financeops@hants.gov.uk">financeops@hants.gov.uk</a> requesting to pay by debit/credit card. We will contact you to take payment.
<input type="checkbox"/>	Cheque for £ 75.00 (payable to 'PCC For Hampshire and the IOW')  Please complete this form and post it with your cheque to the address below. Police & Fire Finance Operations Room 211 Hampshire County Council Elizabeth II Court South The Castle Winchester SO23 8UJ
	If you have any questions or do not receive email confirmation of your booking within 7 days please contact finance support via email ( <a href="mailto:financeops@hants.gov.uk">financeops@hants.gov.uk</a> ) or on 01962 846863

## **Terms and Conditions**

### **Bookings**

Completion of this form confirms your acceptance of the conference booking terms and conditions.

It is important that you provide an email address on this booking form to enable us to send you pre-event information, including joining instructions. Joining instructions will be sent at least seven days before the conference. If you have not received these within five days of the conference, please call on 07990 776357

### **Cancellations / Transfers**

Once registered, if you wish to cancel and nominate a replacement, please email [financeopspolicefire@hants.gov.uk](mailto:financeopspolicefire@hants.gov.uk)

Notice of cancellation must be given in writing and should state the reason for the cancellation. If the cancellation is given more than 30 working days before the conference, no cancellation fee will apply. Otherwise the following sliding scale applies:

Working days to start of conference	Cancellation fee as percentage of full price
30 to 20	25%
19 to 10	50%
9 to 5	75%
Less than 5	100%
Non attendance	100%

### **Refunds**

The conference organiser is not liable for any consequential losses arising from cancellation of the conference due to unforeseen circumstances (such as flood/fire).

### **Special Requirements**

Please notify the events team of any special requirements ASAP and all efforts will be made to try to meet those requirements as far as is practicable.

### **Privacy and Data Protection**

Personal data provided on this booking form will be held on a database. Delegate lists will be provided to all sponsors of this event. Please note that the events team will be taking photographs throughout the conference. If you do not wish to be included please make the events team aware.

### **Conference Programme**

The conference organiser reserves the right to change the content and details of the conference without notice.