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Description automatically generated

*\* Please note: 1 delegate per booking form*

|  |  |  |  |
| --- | --- | --- | --- |
| **Name:** | | | |
| **Organisation:** | | | |
| **Email:** | | | |
| **Please give details of any specific dietary needs?** | | | |
| **Please give details of any accessibility needs? (***Please be as detailed as possible***)** | | | |
| **Anything else you think we need to be aware of?** | | | |
| **Your choice of conference options (please tick)** | **Tenants** | **Officers and Members of**  **TPAS Cymru** | **Non Members of TPAS Cymru** |
| 1. **The complete package (Single Occupancy)✝**  * Attendance for the 2-day conference (Wednesday and Thursday) inc. refreshments and hot lunch each day. * Evening meal and entertainment both nights * Tuesday & Wednesday night accommodation (inc. Breakfast Wednesday and Thursday morning) at the Metropole * Opportunity for advanced registration and attend AGM | **£499** | **£659** | **£735** |
| 1. **The complete package (Shared Occupancy)✝**   All the benefits of package 1 above but cheaper by sharing a room. Sharing with: ……………………………………………... | **£398**  *price p.p* | **£551**  *price p.p* | **£683**  *price p.p* |
| 1. **The standard package (Single Occupancy)✝**  * Attendance for the 2-day conference (Wednesday & Thursday) inc. refreshments and hot lunch each day * Evening meal and entertainment on Wednesday night * Wednesday accommodation (inc. breakfast) at the Metropole | **£369** | **£509** | **£599** |
| 1. **The standard package (Shared Occupancy)✝**   All the benefits of package 3 above but cheaper by sharing a room. Sharing with: ……………………………………………… | **£281**  *price p.p* | **£399**  *price p.p* | **£550**  *price p.p* |
| 1. **Attend 2-day conference only**   2-day delegate option include refreshments, hot lunch, but not the evening meal or accommodation | **£199** | **£259** | **£399** |
| 1. **Wednesday Day Delegate Only**   inc. refreshments in the breaks and hot lunch | **£129** | **£199** | **£279** |
| 1. **Thursday Day Delegate Only**   inc. refreshments in the breaks and hot lunch | **£99** | **£179** | **£269** |

***Please see the Terms and Conditions overleaf***

**TERMS AND CONDITIONS**

* **All prices are exclusive of VAT.**
* Day delegate options include refreshments and lunch but not the evening meal or accommodation.
* Accommodation at the Metropole can only be provided for delegates booking the full residential**✝** options.
* TPAS Cymru **CANNOT** accept any provisional bookings.
* Only one delegate per booking form will be accepted.
* Written confirmation is required for **all** cancellations. Cancellations received before the date of **Friday 25th October 2024** will be refunded, minus an administration fee of £30.00. **No refunds** will be processed after this date.
* Registered delegates who do not attend the conference will be liable for payment in full unless written communication is received by the cancellation date.
* Any changes, such as names, made to the bookings after **Friday 25th October 2024** will incur an administration fee of £15.00 plus VAT per change.
* TPAS Cymru may have to cancel this event. In this case we will refund any payments received. We will not refund any costs you may incur as a result of the cancellation.

**I have read and understood the above terms and conditions (please tick)**

**SIGNED:** .............................................................................................................................................

**PRINT NAME:** …………………………………………. **DATE:** …………………………………………

**PAYMENT INFORMATION**

I enclose a cheque made payable to TPAS Cymru for £\_\_\_\_\_\_\_\_\_\_ *(remember to add VAT)*

I am making a BACS payment to TPAS Cymru for £\_\_\_\_\_\_\_\_\_\_ *(remember to add VAT)*

*Account Number: 07463731 Sort Code:56-00-41*

Please invoice me for £\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please quote P.O. Number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |
| --- |
| **Name:** |
| **Organisation/Tenant Group:** |
| **Address:** |
| **Email:** |

**Please return this form, signed and completed before the deadline of mid-day Friday 25th October 2024 to:** [iona@tpas.cymru](mailto:iona@tpas.cymru)