



FDYW ANNUAL CONFERENCE 2010 BOOKING FORM

Name

Post Held

Authority/ Organisation

Address

.....

Postcode Tel

Fax Email

Dietary Requirements

Access/other Requirements

Please indicate any particular access or any other requirements that you have (e.g. disabled access, large print, hearing loop, signer etc):

.....

PAYMENT:

I enclose a cheque made payable to **The Federation of Detached Youth Work'**
for £ (please insert amount)

I wish to be invoiced £ (please insert amount and enclose an official purchase order/order number)

If you are a day delegate please indicate which day(s) you would like to attend (circle the appropriate day). **FRI SAT SUN**

TERMS AND CONDITIONS

Reservations cannot be accepted by telephone. The Federation cannot be held responsible for the non – arrival of registration information. Booking forms are not individually acknowledged. You will, however be notified if a place is not available. If you have not heard from us within seven days prior to the conference, please contact the Federation.

If, for any reason participants are unable to attend they should let **Acomo Komakech** at the Federation know immediately in order that places can be filled from a reserve list.

CANCELLATIONS

Written notice of cancellations will be accepted up to four weeks prior to the event date. After this period the conference fee will be reimbursed less a 50 per cent charge of the total cost. Cancellation less than two weeks prior to the event will be liable to a 75 percent charge of the total cost. Those who fail to attend without prior notice will be liable to pay the full 100 percent of the cost. Substitutions may be made at any time. Please notify us of the change.

DATA PROTECTION

The information supplied on this form will be retained by the Federation for Detached Youth Work on a database. A paper list of delegate names and organisations will be compiled and distributed at the seminar. Participants may be contacted by letter or email with details of future events and publications organised or promoted by the Federation, which may be of interest to you.

If you do not wish to receive further information please tick this box

Please return this form together with payment to:

The Administration & Finance Officer,
The Federation for Detached Youth Work
Eastgate House
19-23 Humberstone Road
Leicester
LE5 3GJ

Tel: 0116 242 7490
Fax: 0116 242 7444
Email: fdyw@nya.org.uk