**Autumn Recorders’ Conference**

**Our Common Cause: Clubbing Together for Conservation Gains**

**Registration Form**

**Date and location**

Saturday 7th October 2017, 10 am – 4 pm (exact times tbc)

Registration from 9.30 am

Oracle Parkway, Reading RG6 1RA

**Registration**

To book your place, please fill in the form below.

There is a fee of £10 per person, or £18 for corporate/professionals. This is payable by bank transfer, cheque or cash.

Sorry, but refunds will not be made on cancellations after 25th September 2017.

**I would like to attend the Spring Recorders' Conference.**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Volunteer recorder or student (£10) |  | Corporate or professional (£18) |
|  |  |  |  |
|  | Speaker or helper (free entry) |  |  |

**Name**

|  |
| --- |
|  |

**Organisation/group**

|  |
| --- |
|  |

**Address**

|  |
| --- |
|  |

**Email**

|  |
| --- |
|  |

**Phone number**

|  |
| --- |
|  |

**If you require any disabled access or facilities, please give details below**

|  |
| --- |
|  |

**Would you like to share a lift to and from the event?**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Yes |  | No |

**Car registration number (if travelling by car)**

|  |
| --- |
|  |

**Would you like to provide a quick update about any recording work, events or projects that you are involved with?**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Yes – 5 minutes |  | Yes – 10 minutes |
|  |  |  |  |
|  | No |  |  |

**Topic of your update**

|  |
| --- |
|  |

**Do you wish to show slides?**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Yes |  | No |

**Would you like to bring leaflets or a display to promote your recording group? Please note that space for displays depends on demand**

|  |  |  |  |
| --- | --- | --- | --- |
|  | I’d like to bring leaflets |  | I’d like to bring a display (please specify details) |

**Details of your display**

|  |
| --- |
|  |

**Would you like us to email you information about future TVERC events and news?**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Yes |  | No |

**Attendee names and email addresses will be included in the delegate packs and may be shared to facilitate lift-sharing. Please tick the box if you DO NOT wish your details to be shared**

|  |  |  |  |
| --- | --- | --- | --- |
|  | No – I do not wish my details to be shared |  |  |

**Where did you hear about this event?**

|  |  |  |  |
| --- | --- | --- | --- |
|  | TVERC website |  | Email from TVERC |
|  |  |  |  |
|  | Twitter |  | Other (please specify) |

|  |
| --- |
|  |

**Comments or questions**

|  |
| --- |
|  |

**Payment instructions**

Please pay the full amount by bank transfer, cheque or cash.

**How do you wish to pay?**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Bank transfer |  | Cheque |  | Cash on the day |
|  |  |  |  |  |  |
|  | No payment required (speakers and helpers only) |  |  |  |  |

**To pay by bank transfer**

Pay by bank transfer using the details below.

Account Name – OCC TVERC DCI

Account Number – 13678660

Sort Code – 30-80-12

Double-check the details. If you are doing the transfer by phone, get the person on the end of the line to repeat the figures and names to you. This is important to avoid the money being sent to the wrong account.

**To pay by cheque**

Send a cheque for the full amount made payable to 'OXFORDSHIRE COUNTY COUNCIL'. Make sure your name is written on the back of the cheque.

Please send the cheque to Kate Prudden, TVERC, Speedwell House, Speedwell Street, Oxford OX1 1NE.

**To pay by cash**

Please bring cash payments on the day. Do not send cash in the post.

**Thank you for your registration**

**Please return the form to:**

Kate Prudden, TVERC, Speedwell House, Speedwell Street, Oxford OX1 1NE

01865 815451

E-mail: [tverc@oxfordshire.gov.uk](mailto:tverc@oxfordshire.gov.uk)