

# ACDM ANNUAL CONFERENCE 2010

22<sup>nd</sup> – 23<sup>rd</sup> March 2010

## REGISTRATION FORM



**EARLY BIRD DISCOUNTS: £50 OFF ALL PRICES BELOW ON BOOKINGS RECEIVED ON OR BEFORE 5<sup>th</sup> February 2010**

All early bird bookings must include the delegate name.

Early bird places are non-refundable but may be transferred to another person if required.

To register for the ACDM Annual Conference (22<sup>nd</sup> – 23<sup>rd</sup> March, Whittlebury Hall Hotel, Northampton) simply fill in the form below and return to: **ACDM, 105 St Peter's Street, St Albans, Herts, AL1 3EJ** or fax to **01727 896026**. Confirmation of your registration and our VAT invoice will follow in due course.

To qualify for discounted members' rates, join online at [www.acdm.org.uk](http://www.acdm.org.uk). Membership is £42.17 (plus VAT) per year

<b>DELEGATE NAME:</b>			
<b>ACDM Member:</b>	Yes <input type="checkbox"/>	Mem no.	No <input type="checkbox"/>
			I have applied online <input type="checkbox"/>
			Date applied
<b>COMPANY:</b>			
<b>ADDRESS:</b>			
<b>TEL:</b>		<b>FAX:</b>	
<b>EMAIL:</b>			
Purchase Order required if not paying by credit card:			
Name & address to invoice if different from above:			

<b>FULL DELEGATE PLACE INCLUDING SUNDAY (Sunday to Tuesday)</b>			
Delegate fee includes attendance at all conference sessions, two nights accommodation, all meals, gala dinner and evening entertainment.			
Member £965 (ex VAT)	<input type="checkbox"/>	Non – Member £1159 (ex VAT)	<input type="checkbox"/>

<b>TWO DAYS, ONE NIGHT, GALA DINNER (Monday to Tuesday)</b>			
Delegate fee includes attendance at all conference sessions, one night accommodation (22 <sup>nd</sup> March), all meals, gala dinner and evening entertainment.			
Member £822 (ex VAT)	<input type="checkbox"/>	Non – Member £987 (ex VAT)	<input type="checkbox"/>

<b>ONE DAY, ONE NIGHT, GALA DINNER (Monday to Tuesday)</b>			
Delegate fee includes attendance at conference sessions on <i>one day only</i> , gala dinner, evening entertainment and one night accommodation (22 <sup>nd</sup> March)			
Member £610 (ex VAT)	<input type="checkbox"/>	Non – Member £731 (ex VAT)	<input type="checkbox"/>
<b>Monday 22<sup>nd</sup> March Conference</b>	<input type="checkbox"/>	<b>Tuesday 23<sup>rd</sup> March Conference</b>	<input type="checkbox"/>

<b>DAY DELEGATE PLACE - Please indicate which day package is required</b>			
Delegate fee includes attendance at conference sessions on one day only (dinner not included)			
Member £392 (ex VAT)	<input type="checkbox"/>	Non – Member £471 (ex VAT)	<input type="checkbox"/>
<b>Monday 22<sup>nd</sup> March Conference</b>	<input type="checkbox"/>	<b>Tuesday 23<sup>rd</sup> March Conference</b>	<input type="checkbox"/>

<b>DIETARY REQUIREMENTS:</b>
------------------------------

### PAYMENT INFORMATION – PLEASE ENSURE YOU TICK YOUR CHOSEN METHOD OF PAYMENT BELOW

Payment may be sent with registration form or on receipt of invoice from the ACDM (*please note that a purchase order no. must be given for the ACDM to raise an invoice, places cannot be booked if a purchase order number is not quoted above*).

**Credit Card** payments can be processed online by entering the member's area of the ACDM website. You will still need to complete this form and post to ACDM at the address below. Please note AMEX is not accepted.

**By cheque** (drawn on a UK bank account or a eurocheque), made payable to ACDM, post with the completed form to ACDM to the address below.

**BACS payments** to HSBC, 31 Chequer Street, St Albans, Hertfordshire, AL1 3YN.

Sort Code 40-40-01. Account Number: 71820206. Account Name: Association for Clinical Data Management

Please add name and company name to transaction details and advise us in writing when payment has been made. Please also ensure bank charges are paid by your company. **Cancellations.** Delegates who cancel their place on or before the 30<sup>th</sup> December will receive a full refund less a £50 admin charge. After 30<sup>th</sup> December, **no refunds** will be made but substitutions will be accepted.