



GROUP REGISTRATION FORM

Applicable for 3 or more delegates from the same company

NOTES:

- This package is applicable for three or more delegates registering from the same company
- This package only applies to delegates registering for the All-inclusive Package & Conference & Dinner Package
- Company Group bookings are standard conference rates discounted by 15%
- The group booking must be paid for in one full payment (individual payments will not be accepted)
- For bookings of three, should a delegate/s cancel, the IFP reserves the right to charge the difference

1. COMPANY DETAILS

Booking Contact: _____
Company/Org: _____
Company Address: _____
Town / City: _____ Postcode: _____
Telephone: _____

2a. FIRST DELEGATE

First Name: _____ Title: _____
Last Name: _____
Job Title: _____
Telephone: _____
Email: _____
IFP Member: Yes No Membership No: _____ CFP^{CM} Professional: Yes No

MEMBERSHIP OFFER

Not a member? Benefit from IFP member rates and get your first year's membership for only £100 (usually £160 + a £25 admin fee). To add membership, tick the box below and add the additional amount to the Total Fee Payable:

IFP membership offer + £100.00

A membership form will be sent to you shortly for signing and completion.

SPECIAL REQUIREMENTS

Do you have any special requirements to enable you to attend this event (e.g.: diet, access etc)?

CONFERENCE PACKAGE REQUIRED – see section 3 for details of packages and fees

- All-inclusive Package
 Conference & Dinner Package

ACCOMMODATION REQUIREMENTS (if applicable)

Occupancy required (specify below):

- Single Shared - with one double bed Shared - with two twin beds

Name of 2nd person sharing your room, if applicable: _____



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3. PACKAGES & FEES

Cancellations made on or before Monday, 6 September 2010 will be refunded, less an administrative charge of £50.00 per person. Cancellation charges apply from 10 working days prior the event. Substitutes are acceptable at any time. All prices quoted include VAT at 17.5%. See website for full booking terms & conditions of booking.

OPTION 1: All-inclusive Package

Conference package to include the following aspects of the event:

- Day 1, 2 & 3 conf passes (20, 21 & 22 September)
- Welcome & Gala Evening invitations
- Accommodation 20 & 21 September (2 nights)

	Quantity	Rate	Sub-total
IFP MEMBER RATES:			
Single occupancy		£521.88	
Shared occupancy		£478.32	
NON MEMBER RATES:			
Single occupancy		£730.63	
Shared occupancy		£669.65	

OPTION 2: Conference & Dinner Package

Conference package to include the following aspects of the event:

- Day 1, 2 & 3 conf passes (20, 21 & 22 September)
- Welcome & Gala Evening invitations

	Quantity	Rate	Sub-total
Member Rate		£300.58	
Non-Member Rate		£420.82	
Membership Offer			
IFP membership offer		£100.00	

4. PAYMENT

Grand total payable

£

Make cheques payable to **Institute of Financial Planning**. Registration is confirmed on receipt of payment only.

Cheque M'card VISA VISA Debit Maestro Other (please specify, no AMEX): _____

If paying by card, please complete and sign below:

Name On Card: _____

Card Address (if diff to section 1): _____

Card Number: _____

Expiry Date: _____

Valid From Date: _____

Sec Code last 3 digits on card back: _____

Issue number (Maestro): _____

Cardholder Signature: _____

5. AUTHORISATION

By signing this booking form you are agreeing to the terms and conditions of booking.

To view the terms and conditions of booking, contact the IFP or visit www.ifpconference.org.uk

Signed: _____

Date: _____

Return to:

IFP Conference Registration, Institute of Financial Planning, Whitefriars Centre, Lewins Mead, Bristol BS1 2NT

F: 0117 929 2214

E: conference@financialplanning.org.uk

Office Use Only

Date Received: _____

Processed: _____

Notes: _____