



The Association of Regulated Immigration Advisers

ARIA CONFERENCE AND AGM 21st May 2014

Friends House, 173 Euston Road, London, NW1 2BY

BOOKING FORM

FULL NAME	
POSITION	
COMPANY	
OISC REGISTRATION NUMBER	
ARIA MEMBERSHIP NUMBER	
ADDRESS	
TELEPHONE	
EMAIL	
EMERGENCY CONTACT	NAME: TEL / MOB:
SPECIAL REQUIREMENTS Dietary	
<u>CONFERENCE FEE</u>	
The full rate includes access to the event, conference papers, buffet lunch and all refreshments.	

Delegate fees:

STANDARD	ARIA MEMBER	NON MEMBER
Delegate rate (valid til 10 th May 2014)	£100	£175
Total payable		

Bookings close 10th May 2014



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PAYMENT METHOD

Invoice required	Yes:	No:
Purchase Order Number:		

Payment by CHEQUE	Please make cheques payable to ARIA and forward to ARIA Administration - 9 South Cliff Avenue, Eastbourne, BN20 7AH
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Payment by BACS	Details required for BACS payment
LLOYDS Sort Code: 30-97-57 Account: 01888855	1) Conference code: ARIA MAY 2014 2) YOUR NAME 3) COMPANY NAME 4) FINANCE DEPT TELEPHONE NUMBER if applicable

ARIA TERMS AND CONDITIONS

1. ARIA reserves the right to change the terms and conditions at its discretion.
2. An email will be sent to confirm the delegate booking form has been received to the originating email address. They will be responsible for liaising with the delegate (if applicable) that a place has been reserved.
3. If a Purchase Order number is required on the invoice please provide at time of booking.
4. A receipt will be issued once payment is received.
5. A refund is payable if cancellation notification is received by the 1st May 2014. There will be a £50.00 administration fee.
6. Bookings will be taken up to 4pm on the 10th May 2014.
7. Bookings after this date are at the discretion of the Event organisers.
8. Delegates agree that any photographs, video/film or sound recordings taken at the event may be used by ARIA for publicity and promotional material.
9. Delegates or attendees under the age of 16 are not permitted at the event without prior written agreement.

Please sign to confirm all details are correct and you agree to the Terms and Conditions.

Signature:	Date:
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Please complete and return to:

ARIA, c/o 9 South Cliff Avenue, Eastbourne, East Sussex, BN20 7AH

Tel: 07976 304945 Email: admin@aria-uk.org / enquiries@arjfreliancepa.com