



BOOKING FORM

Deadline for bookings:
April 18th 2008
 Online booking available at
www.southwestsound.org.uk



Personal Details (Please use block capitals)

Name: Address:
 Organisation / Company:
 Occupation:
 Telephone: Postcode:
 How did you find out about SWS? Mobile:
 Email:

Convention, Accommodation & Dinner (Please clearly mark your requirements)

	@ Watershed, Bristol		@ Dartington Hall, Devon		Total (£)
	23rd April	24th April	24th April	25th April	
Full delegate rate		£45 <input type="radio"/>		£85 <input type="radio"/>	
Early Bird (Before 3rd March)		£35 <input type="radio"/>		£65 <input type="radio"/>	
Third Party Membership Rate		£35 <input type="radio"/>		£55 <input type="radio"/>	
Concession Rate (Stu/Unemployed/OAP)		£25 <input type="radio"/>		£25 <input type="radio"/>	
- 10% multi day discount (if applicable) †† Sub Total					£
Networking dinner	£15 <input type="radio"/>		£15 <input type="radio"/>	£15 <input type="radio"/>	
B&B pppn (Dartington only)	(see note overleaf†)	(see note overleaf†)	£60 <input type="radio"/>	£60 <input type="radio"/>	
If applying for a Third party membership rate, you must supply the name of the organisation and your membership number:				Grand Total	£
Organisation: Membership No. #:					

Special Requirements (Please state any access or dietary requirements)

Dietary Requirements: Vegetarian Vegan Wheat Free Gluten Free

Access requirements:

Payment Details (Please include payment with your booking form)

Option One: I am paying by cheque.

Please find the enclosed cheque for £

Cheques made payable to: **"The Dartington Hall Trust"**

Signature: _____

By signing above I confirm I have read and agree to the terms and conditions attached

Option Two: I am paying by card.

Please charge £ to my debit / credit card

Card No:

Visa
 Mastercard
 Delta
 Switch

Card verification no:

Expiry date: Start date:

Issue no. (Switch / Maestro):

For Office Use Only

Please return this form to Dartington Plus:

By Fax: 01803 847007 **By Post:** SWS booking, Dartington Plus, Elmhirst Centre, Dartington Hall, Totnes, TQ9 6EL
 For any queries relating to this booking, please call Kate Round on 01803 847003.

Dartington Plus is a partnership between The Dartington Hall Trust, Dartington College of Arts and King Edward VI Community College.
 Dartington Plus will only use your details to inform you of related Dartington Plus events. We will not pass your details to any third parties.
 I DO NOT wish my details to be included in the delegate list or the South West Sound website

Dartington Plus is a department of The Dartington Hall Trust,
 a charity registered in England.
 Charity No. 279756. Company No. 1485560

Terms and Conditions

1. The convention starts at 9.30 on Thurs 24th April and closes at the end of day Friday 25th April. The convention will run on split sites, the Watershed in Bristol and Dartington Hall, near Totnes in Devon.
2. A completed booking form with payment reserves a place at the South West Sound 2008 convention. A full itinerary of presentations and workshops will be available on the website, sent in advance and in your convention pack. **You will be able to sign up for the sessions that you would like to participate in, subject to availability, between 9.30am and 10.15am on the day on which you attend.**
3. The delegate fee includes entry to the convention and concerts, refreshments during breaks and lunch.
4. The delegate networking evening meal is additional to the delegate fee. Payment for the meal can be made via the booking form.
5. Accommodation is available - onsite at Dartington Hall and off-site in Bristol - but is additional to the delegate fee. Please note that accommodation at Dartington is in a mediaeval building and bedrooms have en-suite, private or shared bathroom facilities. Reservation and payment for accommodation at Dartington can be made via the booking form. For accommodation in Bristol please call the Bristol Conference Booking Line on 0845 4080474 and quote 'South West Sound'. Advisers will provide information on a range of accommodation and can make immediate reservations.
6. Delegates will receive 50% refund of their convention fee if Dartington Plus receives written notification of cancellation before 18th April 2008. Dartington Plus regrets that no refund can be made after this date, however a substitute delegate may attend. Amendments to bookings may be subject to an administration fee. Accommodation and evening meal costs cannot be refunded.
7. We will make every effort to deliver the programme described, however we reserve the right to alter the programme where necessary and without notice.
8. Dartington Plus uses visual images and recordings of South West Sound events and participants for documentation and publicity material. By submitting this form you are giving consent for these images to be used.

Guidance Notes

1. All those who would like to attend must complete a booking form. The booking form must be accompanied by full payment and returned by April 18th 2008 at the latest.
2. If you return your booking form to us before March 3rd 2008 you will benefit from an early bird discount.
3. Send your booking form by one method only, do not send copies via both mail and fax. Check your booking confirmation email carefully to ensure that all the meals and accommodation that you require have been booked. **Delegates must present their booking confirmation email at registration.**
4. If you are a member of one of the 3rd party membership organisations listed on the website, you are eligible for a discounted delegate rate. On the booking form you must provide the name of the organisation of which you are a member and your membership number or reference code to qualify for this discounted rate.

[†] To book accommodation in Bristol please call the Accommodation Booking Line on 0845 4080474 and quote 'South West Sound'. Advisers will provide information on a range of accommodation and can make immediate reservations.

^{††} A multi day discount of 10% is applicable to those delegates booking to attend two or more South West Sound days.