



Energy Action Scotland Annual Conference

Thursday 7 - Friday 8 November 2019

BOOKING FORM

Please complete **ONE form per person, in block capitals**. A VAT receipt of invoice will follow. All fees are inclusive of VAT at 20%. Bookings and payment must be received at this office before 4 October 2019 to qualify for the early payment discount. Full payment or a Purchase Order must accompany the booking form.

Personal Details

Surname:

First Name:

Job Title:

Organisation:

Address:

Postcode:

Telephone:

Email:

Special dietary or access requirements:

Conference Fee

Full Delegate Rates:

Two day Conference pass (Thursday–Friday): with single occupancy en-suite accommodation; all meals; conference papers and VAT.

7-8 November

	Early Rate*	Standard Rate
EAS Members:	£420.00	£498.00
Non Members:	£540.00	£618.00

Day Delegate Rates:

One day Conference pass: lunch; refreshments; Conference papers and VAT. Does NOT include drinks reception, dinner, evening entertainment or accommodation.

	Thursday	AND / OR Friday	
		Early Rate*	Standard Rate
EAS Members:		£162.00 per day	£210.00 per day
Non Members:		£222.00 per day	£270.00 per day

Accommodation on Wednesday 6 November:

A limited number of rooms are available on a bed and breakfast basis for those whose travel arrangements would make it difficult to arrive at the venue for the start of the Conference. Please contact EAS if you wish to book this on 0141 226 3064 or email christine.mcarthur@eas.org.uk

Payment Details:

Full payment or a Purchase Order must accompany the booking form. EAS will issue a VAT receipt for the full cost of the booking. All prices are inclusive of VAT. *Bookings and payment must be received at this office before 4 October 2019 to qualify for the early payment discount.

Cancellations:

Cancellations notified **before 4 October** will be refunded minus 50%. Cancellations **after 4 October** will receive no refund. All cancellations must be in writing, refunds given based on date of receipt at EAS.

Payments by BACS (details on invoice) should be accompanied by the invoice number.

Please make cheques payable to Energy Action Scotland.

Please return all forms to:

Christine McArthur, Energy Action Scotland, Suite 4a, Ingram House, 227 Ingram Street, Glasgow G1 1DA

EAS Membership

EAS Members pay a reduced fee to attend conference. If you would like to apply to become an EAS Member to take advantage of this offer and other benefits throughout the year, please complete the membership application form and return with payment. Forms can be found on the EAS website: www.eas.org.uk

If you/your organisation is a current EAS member, please provide your membership number:

I/my organisation would like to apply to become an EAS Member and enclose a completed application form together with payment.

Workshops

Each workshop will run twice. Please consult the conference programme and indicate the workshop numbers you wish to attend, in order of preference, on Thursday 7 November. EAS will endeavour to give you your choice of workshop, but places are restricted and allocated on a first-come first-served basis.

Morning: 1st choice 2nd choice

Afternoon: 1st choice 2nd choice

For office
use only:

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