

Retreat Association Conference 14–17 May 2012 The Hayes, Swanwick
Booking Form

Full name: (block capitals) _____ Title: _____ Membership No: _____

Address: _____

_____ Postcode: _____

Telephone: _____ Email: _____

Bursaries are available on a first come, first served basis and are awarded through the discretion of the Retreat Association. Please tick for further information.

Accommodation available

Please put an 'x' in the box next to your choice and note cost is **per person**

- En-suite with shower** £335 **single** (double room)
- En-suite with shower** £245 **shared** (double room)
- En-suite with bath** £360 **single** (*limited availability*)
- En-suite with bath** £270 **shared** (twin bedded room)

The number of rooms that we can use as singles is limited and will be allocated on a first come first serve basis. Please indicate your willingness to share a twin-bedded room YES/NO.

With whom would you wish to share _____

Early bird discount – members of the Retreat Association (AFFILIATES, APR, BURG, CNRS, Reflect, URCRG) who book before 1 November 2011 are entitled to a **£25 discount** on the above rates. If you are not a member, individual annual membership costs £20 per year (*£15 for concessions*).

Please tick box if you would like further details on how to become a member.

Special needs. i.e. dietary, mobility, disabled access (please specify below):

Payment details – please complete

NB Cancellations after 1 March will be liable for full payment as cancelled bookings after this date cause a financial loss to the Retreat Association. Non-attendees who have failed to pay in full will also be liable for the costs. We strongly advise you to take out your own insurance to protect you against unforeseen eventualities, both prior to your stay and during it.

Either I enclose a deposit for £65.00, as a booking fee, which I understand, is non refundable. The full amount is due by 1 March 2012

I have paid a deposit for £65 online (*please go to www.retreats.org.uk/conference.html and follow links to make a card payment*)

Or I enclose a cheque for £_____ for the full cost.

I enclose a donation of £_____ (*donations will help support our bursary fund – to enable those on lower incomes, or unwaged, to attend the conference*)

Total amount enclosed £_____ (*made payable to the 'The Retreat Association'*)

Please tick here if you do NOT require a booking receipt.

Please return the booking form and payment (unless paying deposit online) to: Conference Secretary, The Retreat Association, Kerridge House, 42 Woodside Close, Amersham, Bucks HP6 5EF