

BOOKING FORM

Main Contact Name	Main Contact Email Address	Main Contact Phone Number

	Name	Job Title	Email Address	AIA Membership Number
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				

Company Name

Full Mailing Address

Postcode:

	Del 1	Del 2	Del 3	Del 4	Del 5	Del 6	Del 7	Del 8
ADVANCING PRECONSTRUCTION 2019: DESIGN COLLABORATION DAY								

Total Price

Payment Details		Credit Card
Name on Card	Card Number (16 digit number on the front of the card)	
Valid From (if applicable)	Expiry Date	Security Code
VAT Number	Initials	Date

OR I will be paying by bank transfer – I understand that the payment must be received before the next booking deadline to claim the current prices.
 I will be making the bank transfer on _____ date. Bank Transfer

TERMS & CONDITIONS
 Full payment including VAT is due upon receipt of registration. If registration is less than 14 days before event full payment is due on registration.

CANCELLATION AND SUBSTITUTION POLICY
 A substitution from the same organisation can be made at any time in writing at no extra charge. Cancellations must be received in writing. If the cancellation is received more than 14 days before the conference attendees will receive a full credit to a future conference. Cancellations received 14 days or less (including the fourteenth day) prior to the conference will be liable for the full fee for full registration terms and conditions, please visit the conference website.