***Evolving Ideas: provocative new ways of working with collections***

**AGM & Conference 20th & 21st April 2017**

University Museum of Zoology, Cambridge

**BOOKING FORM – FOR SPEAKERS ONLY**

Thank you for agreeing to speak at the conference. If you would like to attend both days of the conference you only need to pay for the day you are not speaking.

|  |  |  |  |
| --- | --- | --- | --- |
| *NatSCA Members* | *Non-members\** | *Number of days* |  |
| *£50* | *£70* | *1* | *Early bird (before 10th March)* |
| *£60* | *£80* | *1* | *Late registration* |

(Please note that two member rate places are permitted at conference for institutional members)

\* For just £20 you can become a NatSCA member and enjoy member rate places at our conferences and workshops as well as receiving our annual journal and being eligible for bursaries. Contact [membership@natsca.org](mailto:membership@natsca.org) for information or join online at <http://natsca.org/membership>

**DELEGATE DETAILS (If using this form for multiple delegates, please attach additional details for each):**

|  |  |
| --- | --- |
| **Name(s):** |  |
| **Organisation:** |  |
| **Address:** |  |
| **E-mail:** |  |
| **Tel:** |  |
| **I am speaking on:** | **Thursday 20th / Friday 21st** |
| **I wish to attend:** | **Just the day I am speaking / Both days** |
| **Dietary information:** | **Vegetarian □ Vegan □ Gluten-free □** |
| **Twitter username**  **(for use on delegate badge)** | **@** |

|  |  |
| --- | --- |
| Do you give permission for your name, organisation and email address to appear on the delegate list? | Yes / No |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | | **Thursday only** | | **Friday only** | | **Total** |
|  |  | Ticket price | No of delegates | Ticket price | No of delegates |  |
| **EARLYBIRD Booked before 10th March 2017** | | | | | | | |
| EARLYBIRD Member\* |  |  | **£50** |  | **£50** |  |  |
| EARLYBIRD Non-member\*\* |  |  | **£70** |  | **£70** |  |  |
| **Booked on or after 10th March 2017** | | | | | | | |
| Member\* |  |  | **£60** |  | **£60** |  |  |
| Non-member\*\* |  |  | **£80** |  | **£80** |  |  |
|  |  |  |  |  |  | **Subtotal** |  |
|  |  |  |  |  |  |  |  |
| Conference Meal (Thursday night)  **NB please make it clear if you wish to be invoiced separately for the meal** | | | | | **Price** | **No of attendees** | **Total** |
| This year delegates will be able to experience a traditional, time-honored Cambridge event. The conference dinner will be held in the magnificent 17th century Great Hall of Clare College.  See our webpage for the menu: [natsca.org/conference2017](http://natsca.org/conference2017) | | | | | **£35** |  |  |
|  |  |  |  |  | **Total including conference and meal** | |  |

**Please complete the payment section of the form as FULLY and ACCURATELY as possible**

|  |  |
| --- | --- |
| Delegate Names: |  |

Who will be paying for this course? (Please tick)

|  |  |  |
| --- | --- | --- |
| Myself |  |  |
| My institution |  |  |
| Don’t know yet |  |  |

|  |  |
| --- | --- |
| I will be paying by |  |
| I have enclosed a cheque with this form |  | |  |
| I have already sent payment by bank transfer |  | |  |
| Please send an invoice for the amount above |  | |  |
| Please issue a receipt |  | |  |

|  |  |  |
| --- | --- | --- |
| Institutional Payment |  | |
| My institution will pay by cheque or bank transfer |  |  |
| Please send an invoice for the amount above |  |  |
| Please issue a receipt |  |  |
|  |  | |
| \*Name of institution paying |  | | |
| \*Invoice made out to |  | | |
| \*Invoice sent by post or email to |  | | |

\*e.g. for myself at RAMM I would complete as:

Exeter City Council

Exeter City Council, Civic Centre, Paris Street, Exeter, Devon, EX1 1JN

Holly.Morgenroth@exeter.gov.uk

Online Payment

Please do not book online. We need to administer speaker attendance using this form in order to manage catering.

Cheques

Please make cheques payable to the ‘Natural Sciences Collections Association’

##### BACS payments

##### Please quote the invoice number with all transfers.

##### If an invoice is yet to be issued, the delegate’s name must be quoted.

**Bank:** HSBC

**Branch:** Hereford High Town Branch, 35, High Town, Hereford, HR1 2AQ

**Sort Code:** 40-24-11

**Account no.:** 91645722

**Account name:** Natural Sciences Collections Association

Please send completed booking forms to:

|  |
| --- |
| **Holly Morgenroth**,3 Abbey Road, Exeter, Devon, EX4 7BG  Or email them to: [treasurer@natsca.org](mailto:treasurer@natsca.org) |

by 7 April 2017

Keep a copy of your form for reference

