The Institution of Engineering and Technology
Awards Ceremonies 2013

20 November 2013: The Brewery, Chiswell Street, London, UK
www.theiet.org/innovation

Services

Submit your form by post to:

IET Event Services
Event Customer Services
Michael Faraday House
Six Hills Way
Stevenage, Herts
SG1 2AY

Or by fax to: +44 (0)1438 765659

For all enquiries telephone:
+44 (0)1438 765657 or 765650
Email: events@theiet.org

INFORMATION SECURITY
For your security, please note we do not accept registrations containing credit/debit card information by email.

Booking details *(Please complete in capitals)*

Family name	Title (Mr, Mrs, Miss, Dr, etc)
First name	IET membership no.
Job title	Organisation
Address	
Town/City	Postcode
Country	
Telephone	Mobile
Email	
Do you have any dietary or other specific requirements?	

Individual Dinner BOOKING

Dinner	£205.00 (+ £41.00 VAT = £246.00)	☐

Individual Dinner Table

Table of 10	£1,845.00 (+ £369.00 VAT = £2,214.00)	☐
Table of 12	£2,255.00 (+ £451.00 VAT = £2,706.00)	☐
	Total remittance	

If registering for the table of 10 (only pay for 9) or table of 12 (only pay for 11) you will receive a separate table listing form in due course.

Finalist Dinner BOOKING

Finalist	£170.00 (+ £34.00 VAT= £204.00)	☐
Entry number		

Finalist Dinner Table

Table of 10	£1,530.00 (+ £306.00 VAT= £1,836.00)	☐
Table of 12	£1,870.00 (+ £374.00 VAT = £2,244.00)	☐
Entry number (s)	Total remittance	

If registering for the table of 10 (only pay for 9) or table of 12 (only pay for 11) you will receive a separate table listing form in due course.

Payment details

Payment must accompany this registration form. Registration will only be confirmed upon receipt of full payment by card, cheque or BACS. PLEASE NOTE: Payment via Purchase Order is not accepted.

Please indicate the method of payment Cheque ☐ Credit card ☐ BACS ☐

Payment amount Currency

Cheques should be made payable to "IET Services Ltd"

Your name as it appears on the credit card/debit card

Please debit my (tick box as appropriate)
Visa ☐ Visa Debit ☐ Master Card ☐ American Express ☐

Credit card number ☐☐☐☐ ☐☐☐☐ ☐☐☐☐ ☐☐☐☐ ☐☐☐

Expiry date (MM/YY) ☐☐ / ☐☐ 3 or 4 digit security code ☐☐☐☐

Card holder's billing address (if different from above)

Street address	Town/City
Postcode	Country
Card holder's phone number[*1]	Card holder's email[*1]

[*1] The card holder's phone number and email are needed in case of queries processing the payment.

Conditions of booking

Cancellation
Cancellation charges are as follows:

- 32 + days before event start date = Full refund
- 15-31 days before event start date = 50% of fee
- 0-14 days before event start date = No refund

Name substitutions are accepted at any time by fax or email. IET Services Ltd reserves the right to cancel any event. In this case, the full fee will be refunded unless a mutually convenient transfer can be arranged.

Delegates with specific requirements
The IET aims to offer fully accessible events to all its delegates. Please help us to accommodate any individual requirements that you may have by attaching a note to the registration form. We will contact you to discuss this as necessary.

Ref: 15354 W/Order: PF73239

Data protection
Information provided by you on this form will be processed by the Institution and its associated organisations for the purpose of organising your attendance at this event. It may also be used for the promotion of other IET products and services and contacting you for market research purposes. By providing us with your postal address, email address and telephone number you agree that we may contact you by these methods. You can change this preference at any time by either contacting us by post, following the link on a received email or amending your preferences if you have a MyIET online account.

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Bank transfers (BACS) can be made to Barclays Bank Plc, UK Bank, 1 Churchill Place, London, E14 5HP. Account no: 40711284 Sort code: 20-65-82 IBAN GB35 BARC 2065 8240 7112 84 . A copy of the Draft must accompany this form. Please note that foreign currency credit/debit card transactions will be processed in GBP Sterling and will appear on your statement as IET Event Services. Delegates must also be aware that the IET is not responsible for any gains or losses as a result of fluctuations in the exchange rate.