The Institution of Engineering and Technology

Course on Satellite Communication Systems

15 - 20 September 2013 | Milton Hill House, Oxfordshire, UK

www.theiet.org/satcoms

Submit your form by post to:

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

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

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

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

Registration *(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?

COURSE REGISTRATION —*15-20 September: Early Bird rate valid until 22 July 2013, thereafter higher fees will apply. (Please tick the appropriate box)*

Course registration includes 6 days attendance at the course, a full set of notes, refreshments and lunch as indicated on the programme, technical visit, drinks reception and course dinner.

	Residential Fee		Non-residential Fee	
Member	£1800.00 (+ £360.00 VAT= £2160.00)	☐	£1450.00 (+ £290.00 VAT= £1740.00)	☐
Non-member	£2150.00 (+ £430.00 VAT= £2580.00)	☐	£1800.00 (+ £360.00 VAT= £2160.00)	☐
Student ‡	£1250.00 (+ £250.00 VAT= £1500.00)	☐	£1000.00 (+ £200.00 VAT= £1200.00)	☐
Government/ Military Rate	£1700.00 (+ £340.00 VAT = £2040.00	☐	£1350.00 (+ £270.00 VAT = £1620.00	☐

‡ All students must have their applications endorsed by their Professor or Head of Department

Total remittance

PROJECT REGISTRATION

Please check the website for details of projects A-E and insert the letter into the box below :
First choice [ ] Second choice [ ]

Thursday 19 September—Course dinner (free to attend)

I wish to attend the course dinner Yes ☐ No ☐

Friday 20 September—Technical Visit (free to attend and optional)

I wish to attend the afternoon technical visit to Catapult Centre Yes ☐ No ☐

Payment details

Payment must accompany this registration form. Registration will only be confirmed upon receipt of full payment by card, cheque or BACS. If paying by BACS, please ensure that a completed registration form is submitted to the address above. 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"

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[*1,2]

[*1] The card holder's phone number and email are needed in case of queries processing the payment.
[*2] The card holder's email address will be used to send a payment confirmation.

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. The IET 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

Ref: 15340 W/Order: F313599

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.

IET Products and Services are enjoyed by our customers globally. However if you do not wish to receive notification of services which may be of interest and benefit to you please tick this box ☐

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Bank transfers (BACS) can be made to Barclays Bank Plc, UK Bank, 1 Churchill Place, London, E14 5HP. Account no: 50480606 Sort code: 20-65-82 IBAN GB53 BARC 2065 8250 4806 06. 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.