



The Law Society



LAW
CONFERENCE
2012



Booking form

20 - 22 SEPTEMBER 2012
CELTIC MANOR, NEWPORT, WALES



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To register and pay for this event, book online at <http://services.lawsociety.org.uk/events/law-conference-2012> before 24 August 2012.
Or complete the form in CAPITAL LETTERS and return to: the Law Society, 113 Chancery Lane, London WC2A 1PL or fax to 020 7316 5667
Enquiries: telephone 020 7316 5700 or email annualconference@lawsociety.org.uk

Title: _____ Forename(s): _____ Surname: _____

Full name for badge: _____ Company: _____

Mailing address: _____

Postcode: _____

Tel: _____ Mobile: _____

Email: _____ DX: _____

Access, dietary or other requirements: _____

Please tick here if you do not wish to be included on the onsite delegate list.

Fees

	Early By 15 June 2012	Standard After 15 June 2012	TOTAL
Accreditation and Section members	£495 +VAT	£595 +VAT	
PC holders	£525 +VAT	£625 +VAT	
PC holders working in the public sector	£425 +VAT	£525 +VAT	
Corporate Counsel	£425 +VAT	£525 +VAT	
Non-PC holders	£625 +VAT	£725 +VAT	
Gala dinner with after dinner speaker on Friday 21 September No. of Tickets _____	£75 +VAT	£75 +VAT	
Final Total			

I will be attending the welcome reception on Thursday 20 September 2012
No charge for paying delegates

The conference fee includes all administration, access to speakers' presentations, refreshments, and lunches as indicated in the programme, and the welcome reception on Thursday evening. The fee **does not** include accommodation - delegates are responsible for booking this directly with the hotel, or the gala dinner on Friday evening.

Payment (please tick where appropriate)

I enclose a cheque made payable to 'The Law Society'

I will be paying by credit card and will register online (there is no need to return this form if you are registering and paying online)

If you wish to attend the conference, please complete this booking and indicate your method of payment. Cheques should be made payable to the Law Society and sent to: **Central Admin, The Law Society, 113 Chancery Lane, London, WC2A 1PL.**

Please note: a group discount is available for three or more attendees from the same company booking at the same time. For more information contact the Events Unit on: **Tel: +44 (0)20 7316 5700 or email: annualconference@lawsociety.org.uk**

Booking your place

Delegate payments must be received prior to registering onsite. If you have an outstanding balance when you arrive onsite, you will be asked to settle the amount by credit card before you collect your conference materials (we do not accept Amex). Online registrations will not be available after Friday 24 August 2012 and delegates sending in booking forms received after this date will be required to settle the delegate fee by credit card (a member of the Events Unit will telephone you for your details), unless the form is accompanied by a cheque.

Cancellations: Cancellation of a conference place must be made in writing, and cancellation of a confirmed place will be subject to an administrative charge of 20% of the total booking fee. There will be no refund for cancellations received after Friday 24 August 2012. Substitutions are acceptable, but please inform the events unit in writing of any changes.

Tel: +44 (0)20 7316 5700 Email: events@lawsociety.org.uk

Cancellation of accommodation must be made directly with the Celtic Manor Resort, and will be subject to their cancellation policy.

Terms and Conditions

- The Law Society reserves the right to amend or cancel this event. Should the event be cancelled a full refund of the registration fee will be made. The Law Society can accept no further liability if the event is cancelled, including no liability for any expenses incurred as a result of cancellation.
- If you have any special dietary requirements you must give us written notice at least 10 working days before the event and a supplement may be payable.
- Full payment is required unless you give written notice of cancellation by 24 August 2012 in which case you will be refunded the registration fee less an administration charge of 20%.
- No refunds given for cancellations that occur after 24 August 2012.
- You may substitute a colleague without charge, provided you confirm their full name in writing before the day of the event.
- The delegate and the firm/organisation are jointly and severally liable for payment of the fees due.
- The Law Society can accept no liability for any loss suffered by any person acting or refraining from action as a result of the material delivered during or in connection with the event.
- Acceptance by the Law Society of your booking will give rise to a legally binding contract between us on these terms and conditions.

Office use only: MK03 - LB101 - E12015

ONCE COMPLETED, PLEASE FAX THIS FORM TO +44 (0)20 7316 5667