

# FOCUSED LOGISTICS 2009 REGISTRATION AND BOOKING FORM



Online



Fax this booking form to Liz McLoughlin



For enquiries call Liz McLoughlin



For enquiries email Liz McLoughlin

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**YOUR INFORMATION** (all fields are mandatory) - Please photocopy this form for multiple delegates.

Title: \_\_\_\_\_ First name: \_\_\_\_\_ Surname: \_\_\_\_\_  
 Job title: \_\_\_\_\_ Organisation: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_ Post/Zip Code: \_\_\_\_\_ Country: \_\_\_\_\_  
 Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email address: \_\_\_\_\_

Were you aware of the Shephard Group before receiving this brochure?  Yes  No If yes, where from? \_\_\_\_\_

Which of the following best describes your job title?

- General Officer/President/MD/CEO  Junior Officer/Junior Management  NCO  Operator  Other (please specify)  
 Senior Officer/Senior Management  Executive  Analyst  Technician \_\_\_\_\_

**RATES** Please indicate your selection clearly using a tick and delete where applicable. Rates are INCLUSIVE of 15% UK VAT tax.

DELEGATE RATES	Standard	Early Bird (Expires 31/08/09)
<input type="checkbox"/> Industry rate	<input type="checkbox"/> £1,045	<input type="checkbox"/> £930
<input type="checkbox"/> Exhibitor/ADS Members rate	<input type="checkbox"/> £815	<input type="checkbox"/> £700
<input type="checkbox"/> SME rate (businesses with 250 employees or less)	<input type="checkbox"/> £575	<input type="checkbox"/> £460
<input type="checkbox"/> Military/Government rate	<input type="checkbox"/> £345	<input type="checkbox"/> £230
<input type="checkbox"/> OF5 and above plus Civil Servants Band B2	<input type="checkbox"/> FREE (subject to availability)	

DISPLAY SPACE	Standard
<input type="checkbox"/> 2m x 3m booth	<input type="checkbox"/> £2,500

**PAYMENT METHOD (TICK AS APPROPRIATE)**

**Invoice**

Please send me an invoice

**Cheque**

Enclosed is my cheque for

Cheques should be made payable to:  
**Shephard Conferences and Exhibitions Limited**

**Bank Transfer**

Transfer to: **Shephard Conferences and Exhibitions Limited**, National Westminster Bank plc, 63 High Street, Burnham, BUCKINGHAMSHIRE, SL1 7JU, UK

Sterling Account number 47820160

Swift code NWB KGB 2L

**Card**

Please debit my:  AMEX  Mastercard  Visa the sum of £

Card number:             CVN:    found on reverse of card

Expiry date: / Start date: /

Signature of card holder: \_\_\_\_\_ Date: / /

**Credit card payments for sponsorship and exhibition packages will be subject to a surcharge of 2.5%.**

Signature \_\_\_\_\_ Date / /

**DATA PROTECTION**

Your details will be held confidentially and will only be used by The Shephard Group to process your order and provide you with additional news and information on Shephard products. Occasionally we may make our lists available to carefully screened third parties.

- Place a clear X in the box if you do not wish to receive information of interest from other companies approved by The Shephard Group.  
 Place a clear X in the box if you do not wish to receive information about new events and offers from The Shephard Group.

**DELEGATE TERMS AND CONDITIONS**

- No delegate will be allowed into conference sessions unless full fees have been received prior to the event.
- Registrations within 7 days of the event must be made by credit card.
- Delegate places may not be shared.
- Substitution of delegates is permitted, provided that the organisers are informed in advance in writing.
- Once a booking form has been received by the organisers and joining instructions issued, any cancellation, which must be received in writing, will be subject to the following:
  - All cancellations received more than one calendar month prior to the event will be subject to a 10% administration fee.
  - No refund of delegate fees will be made for cancellations received within one calendar month of the event.
- By providing your email address on this booking form, you consent to The Shephard Group using this to inform you of other products and services.
- These terms and conditions apply to delegate bookings only. Exhibitor terms and conditions can be obtained on request.