

BOOKING FORM

(Copy or print for multiple bookings)

Membership Coordinator, LCLL, Institute of Education, 20 Bedford Way, London, WC1H 0AL

Tel: 020 7612 6689 Fax: 020 7612 6618 Email: londoncentre@ioe.ac.uk Web: www.ioe.ac.uk/lcll

starred (*) fields are mandatory

*Event title:			
*Event date:			
*Applicant surname:			
*First name:			
*LCLL Member:	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Special interests :
Gender:			Position held:
*School / Org:			
*Address:			
			Postcode:
*Participant email:			
*Participant telephone number:		Alternative / mobile phone:	
Local authority:			

Where did you see this event advertised?

Any special access or dietary need? Yes No

Details:

Amount: £ . Membership discount (if applicable) £ .

Payment by Cheque:

Please make cheques payable to the Institute of Education
Ensure that the *Applicant's Name* is written on the back of the cheque
All cheques must be accompanied by a copy of this application form

Payment by Invoice:

Bursar Name:	
Billing Address: <small>(if different from above)</small>	
Postcode:	

Payment by Debit / Credit Card:

IMPORTANT ADDITIONAL INFORMATION

- Written confirmation of a place on the course will be emailed to the applicant upon receipt of a fully completed application form.
- Applications will be processed in order of receipt
- Events will normally be held at the Institute of Education, 20 Bedford Way, London WC1H 0AL
- Refunds cannot be issued for cancellations received less than 7 working days of the course start date.
- Cancellations **must** be made in writing to londoncentre@ioe.ac.uk