



For office use only

Date Rec'd	Delegate No. T12A/	Invoice Date
Amount Received	Cheque No	Date Fee Received

Booking Form LEARNING WITH ARCHIVE COLLECTIONS
Seminar, Thursday 16 February 2012, Birmingham Museum & Art Gallery

The latest date for receipt of applications and payments is 9 February 2012.

All delegates should complete a booking form (photocopies are acceptable) and return it (with payment if possible) to: GEM Office, 54 Balmoral Road, Gillingham, Kent, ME7 4PG.
Tel/Fax: +44 (0) 6134 853424. Email: office@gem.org.uk

A. DELEGATE DETAILS

Name:			
Organisation:			
Address 1:			
Address 2:			
Postcode:		Tel:	
Email:			

All correspondence, including receipt of this form, will be sent by email, so please ensure you have provided your email address clearly above. Joining instructions will be sent by email one week before the event.

Please tick here if you DO NOT want your email address to be included on the seminar delegate list.

GEM member? Yes (membership number:) (£85) No (£105)

This information is essential for claiming the member's discount.

Institutional membership covers the attendance of up to four members of staff.

I would like to join GEM as a personal member at the special rate of £37 (usually £47) and attend the seminar as a member (total £123)

Special requirements (including diet):	
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B. PAYMENT DETAILS

I enclose a cheque (in Pounds Sterling made payable to GEM) for £85 / £105 / £123

I am sending payment of £85 / £105 / £123 directly into GEM's CAF Bank account:
Sort code: 405240; Account number: 00018119.
(Those paying from overseas should contact the GEM office for payment details.)

Please invoice me (or authorised payer) for £85 / £105 / £123
An official purchase order must be attached. No:

Please ask for details of paying by credit or debit cards.

Refunds for cancellations, which cannot be accepted after 9 February, are subject to a £15 admin charge.