

Submit your form by post to:

IET Event Services
 Event Customer Services
 Michael Faraday House
 Six Hills Way
 Stevenage, Herts
 SG1 2AY, UK

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

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

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

Conditions of booking

Cancellation

Cancellation charges are as follows:

- 91 + days before event start date = Full refund
- 61-90 days before event start date = 50% of fee
- 0-60 days = No refund

Name substitutions are accepted at any time by fax or email. The IET reserve 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

IET Services 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 as necessary.

Ref: 16802 W/Order: PF74030

Data protection

I understand and consent to the information provided on this form being processed by the IET for its sole use and that of its associated organisations for the purpose of promoting, delivering and improving my experience of the IET and its products and services.

Please read the IET's Privacy Statement
<https://www.theiet.org/help/privacy.cfm>

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.

UK Institution of Engineering and Technology VAT Reg No: 240 3420 16. The Institution of Engineering and Technology is registered as a Charity in England & Wales (no 211014) and Scotland (no SC038698).

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.

Registration (Please complete in capitals)

Family name	Title (Mr, Mrs, Miss, Dr, etc)
First name	IET Membership No.
Job title	Organisation
Company VAT Number:	
Address	
Town/City	Postcode
Country	
Telephone	Mobile
Email	
Do you have any dietary or other specific requirements?	

Early bird registration until 31 May 2020 Standard registration from 1 June 2020

Corporate Partner	£2,079.17 + £415.83 VAT = £2,495.00	<input type="checkbox"/>	£2,162.50 + £432.50 VAT = £2,595.00	<input type="checkbox"/>
Company	£2,395.83 + £479.17 VAT = £2,875.00	<input type="checkbox"/>	£2,491.67 + £498.33 VAT = £2,990.00	<input type="checkbox"/>
Corporate Partner Platinum	£2,704.17 + £540.83 VAT = £3,245.00	<input type="checkbox"/>	£2,787.50 + £557.50 VAT = £3,345.00	<input type="checkbox"/>
Company Platinum	£2,979.17 + £595.83 VAT = £3,575.00	<input type="checkbox"/>	£3,116.67 + £623.33 VAT = £3,740.00	<input type="checkbox"/>

Total remittance

Company and Corporate Partner registration fee includes:

- Table for 10 guests
- Welcome drink on arrival
- 4 course meal, coffee & petit fours
- 1/2 bottle of wine per person during dinner

Platinum registration fee includes:

- Table for 10 guests—including branded table signage, four course meal, wine, coffee & petit fours
- Dedicated meeting point for your guests, with branding
- Welcome glass of Prosecco delivered to your meeting point
- Your logo included on the Annual Dinner website, emails and print adverts
- Your logo on the welcome screen and on-screen graphics during the evening
- Your logo and 100-word profile featured in the on-site programme.

The IET will share the booker's email address for the purpose of the venue contacting bookers for additional dietaries and drink orders only.

If you would like to hear more about scholars and bursaries and are happy to be contacted using the contact details provided please tick here

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 and that your payment quotes the delegate name. PLEASE NOTE: Payment via Purchase Order is not accepted.

Please indicate the method of payment	Cheque <input type="checkbox"/>	Credit/Debit card <input type="checkbox"/>	BACS <input type="checkbox"/>
Payment amount	Currency	Cheques should be made payable to "IET Services"	
Your name as it appears on the credit card/debit card			
Please debit my (tick box as appropriate)			
Visa <input type="checkbox"/> Visa Debit <input type="checkbox"/> Master Card <input type="checkbox"/> American Express <input type="checkbox"/>			
Credit card number	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		
Expiry date (MM/YY)	<input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/>	3 or 4 digit security code	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
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 ²	