



The PE IR Conference

10 December, London

Mr/Ms/Mrs First nameLast name

Job Title

Number of delegates

Company name

Address

CityPost/Zip codeCountry

TelEmail

	Early rates until 2 November		Late Rates	
	Rate	Rate including VAT	Rate	Rate including VAT
One delegate	£799	£958.80	£1199	£1,438.80
Two delegates	£1199	£1438.80	£1,599	£1,918.80
Three delegates	£1399	£1678.80	£1,799	£2,158.80

Please circle the appropriate number of delegates. If you are registering more than one, we will email you for the details of the other delegates.

Payment By Wire Transfer

Please use the bank transfer details below and quote IR2015 along with your company name.

Account name: Business Information Exchange Limited

HSBC

GBP – Sort code: 400319; Account number: 31485962

Any other currency: BIC: MIDLGB2140U; IBAN: GB32MIDL40031931485962

Payment By Credit Card - Visa/MasterCard (Please note: we cannot accept American Express cards)

Name on Card.....Card Number

Expiry DateSignature 3-digit security number.....

Please fill in the form above and **email it back to us at andras.m@bieevents.com**

With any questions, please call +44 (0) 203 286 1730

Terms and conditions:

A) Conference Fee

The conference fee entitles the registered delegate and the registered delegate only to attend all conference sessions and networking refreshment breaks, including lunch and any cocktail reception associated with the event. The fee also includes Conference materials, which will be presented to the delegate at registration.

B) Payment

Payment in full must be made prior to the event taking place.

C) Cancellation Policy

Any cancellation received more than fourteen (14) days prior to the conference will be subject to a charge of 50 % of the fee already paid or the full delegate rate, whichever is the lower. All cancellations must be made in writing (by letter, fax or email - proof of receipt will be required) to the relevant contact at BIE Events for that event. We regret that no refunds will be made for cancellations made within 14 days of an event and there will be no exceptions to this policy.

D) Travel and accommodation

BIE Events is not accountable for booking accommodation and transfers to and from the conference venue and will not accept liability for any public or individual transport disruption or deferral. In such circumstances, our standard cancellation policy applies.

E) Speakers and agenda

Please be aware that all speakers were confirmed at the time of the published agenda, however; circumstances beyond the control of the organizers may necessitate substitutions, alterations or cancellations of the speakers and/or topics. BIE Events reserves the right to modify the advertised speakers and/or agenda topics if necessary.