



# CPD Course Booking Form

## Course information

Course Title	Date	Time	Price
--------------	------	------	-------

## Delegate information

Title	First name*	Surname*
Job title		
Organisation name and address*		
Tel	Fax	
email		
Are you a member of IOSH?    yes <input type="checkbox"/> no <input type="checkbox"/>	Membership number	
Do you have any dietary or other special requirements?		
How did you hear about this event?		
<input type="checkbox"/> Connect <input type="checkbox"/> IOSH Magazine <input type="checkbox"/> Website <input type="checkbox"/> email <input type="checkbox"/> Social media <input type="checkbox"/> Other .....		

\*As you want them to appear on your badge and the delegate list

## Booking information

### By email

Please send your completed booking form and payment details to [bookings@iosh.com](mailto:bookings@iosh.com).

### By post

Please post your completed booking form and payment to the Bookings team, IOSH, The Grange, Highfield Drive, Wigston, Leicestershire, LE18 1NN, UK.

### By phone

Simply ring the Bookings team on +44 (0)116 257 3197 and register your place using your credit or debit card.

## Payment information

### Payment details

What type of account is the payment being made from? (please tick one) Business  Personal

Payment name and address (eg of cardholder)

Postcode

email address (where your receipt will be sent)

I enclose a cheque made payable to **IOSH Services Limited** for £

Please charge my payment card £

Select one: Visa MasterCard Eurocard Switch Maestro

Card number

Issue number (Switch/Maestro)

Valid from

Expiry

Security code (last 3 digits on signature strip)

Signature

Date

### Acknowledgment

When we've received your registration and payment, we'll confirm your booking and send you more details by email. All payments should be made at the time of booking. For any enquiries please contact the Bookings team on +44 (0)116 257 3197 or [bookings@iosh.com](mailto:bookings@iosh.com).

### Cancellation policy and refunds

If we have to cancel an event, we will always endeavour to give a full refund of your event fee or, if you prefer, transfer your booking to a similar event. We cannot reimburse you for any associated expenses booked, eg travel, accommodation.

Please let us know in writing if you need to cancel your booking by sending an email to [bookings@iosh.com](mailto:bookings@iosh.com), or a letter to the Bookings team, IOSH, The Grange, Highfield Drive, Wigston, Leicestershire, LE18 1NN, UK.

The full terms and conditions of our cancellation and refund policy can be found at [www.iosh.co.uk/terms#Events](http://www.iosh.co.uk/terms#Events).

### Further information

For more information, please call the Bookings team on +44 (0)116 257 3197 or email [bookings@iosh.com](mailto:bookings@iosh.com).

---

IOSH will hold your personal details in its systems to administer this event booking and to tell you about forthcoming events, IOSH services or health and safety information that may be of interest to you. From time to time, we use contracted third-party agents to perform tasks on our behalf and will pass limited contact details to them for the specific contracted purposes. If you do not wish to receive such information, please tick this box.

IOSH members: Your personal data contained within our systems will be used to fulfil our contractual obligations to you. Our full data protection policies can be found at [www.iosh.co.uk/data-protection](http://www.iosh.co.uk/data-protection), or contact [bookings@iosh.com](mailto:bookings@iosh.com) for further assistance.

A photographer may be at the event and photographs may be used in future marketing. Please tick the box if you don't want your photograph to be taken.

All information provided in the programme is correct at the time of going to print. IOSH reserves the right to make appropriate changes as necessary.