

Universities That Count Index Workshop Booking Form

Event Title:	UTC Index Workshop
Event Date & Venue:	
Name:	
Institution:	
Institution Address:	
Job Title:	
Tel No:	
Email:	
Dietary Requirements:	
Access Requirements:	

Payment Method

Please tick one option:

- Fee: FREE – UTC Participating Institution
 £160 – EAUC Member – Non-Participating UTC Institution*
 £260 – Non-Member – Non-Participating UTC Institution*

*** If you sign up to UTC after the workshop you will have the above amount deducted from your joining fee**

- Cheque** - enclose a cheque made for £160/260* payable to the **'EAUC'**
- Invoice** – Notify us of the address to whom the invoice should be raised or send us a Purchase Order detailing institution and address. Note that you will have to request fast payment by your Accounts department to secure your place.
- Credit Card** – to pay using a credit/debit card please click [here](#)

Please return this form and payment (if applicable) to:

EAUC
 University of Gloucestershire
 The Park
 Cheltenham
 GL50 2RH
info@eauc.org.uk

*Join EAUC now to receive the Member Discount!
 Find out more about the many benefits of Membership at www.eauc.org.uk

Conditions of Booking

Reservation and attendance on this course is subject to full payment up front. Refunds are only made if cancellation is received up to 14 days prior to the event and will be subject to a £50 admin fee. Places can be transferred to someone else free of charge. The EAUC are not responsible for any travel/accommodation costs incurred, should the event be cancelled. Confirmations will be sent once payment has been received. EAUC reserve the right to cancel the course if there are insufficient paid bookings. In this instance, monies will be refunded in full.

