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**HAVENS’ CONFERENCE 2022**

**FRIDAY 7TH OCTOBER AND SATURDAY 8TH OCTOBER 2022**

**VENUE – CENTRAL LONDON (TBC) AND VIA MS TEAMS**

**BOOKING FORM**

Please complete this form either electronically or in BLOCK CAPITALS.

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| **Title** | **First Name** | **Surname** |
| **Position**  | **Organisation** |
| **Work Address:** | **Email Address** (all correspondence will be sent to this address) |
| **Telephone Number** |
| **Signature** | **Date** |

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| Please let us know if you will be attending: In person 🞎 Online / remotely 🞎 |

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| If attending in person, please specify any dietary requirements: |

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| Please specify any access / disability requirements: |

**CONFERENCE FEES**

Please tick ✓ which fee you are applying for:

|  |  |  |  |
| --- | --- | --- | --- |
| **(2 Days)****Book before 8th July****Early Bird** | **(2 Days)****Book on 8th July onwards** | **(1 Day)***No discount available* | **(2 Days)****Group discount\***  |
| **Public Sector** (i.e: NHS, SARCs, CPS, local government) | 🞎 £300 | 🞎 £350 | 🞎 £200Fri / Sat | 🞎 £300 |
| **Private Sector** (i.e: private company & private providers of SARC services) | 🞎 £360 | 🞎 £400 | 🞎 £240Fri / Sat | 🞎 £350 |
| **Third / charitable sector** | 🞎 £240 | 🞎 £275 | 🞎 £150Fri / Sat | 🞎 £230 |
| \* Group discount fee is applicable when 5 or more people from the same organisation are booking at the same time. All completed forms must be received together for discount to apply. |

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| **Payment details**You can pay by cheque or ask us to raise an invoice to your organisation.🞎 A cheque is attached for the sum of £…………..(payable to **King’s College Hospital NHS Foundation Trust**)🞎 Please send an invoice for the sum of £………….to (contact name) PO number (if required): Address: Tel No: Email Address:  |

**Please complete and return this form to:**

Training, Engagement, and Awareness Raising Team

The Havens

King’s College Hospital, Denmark Hill, London, SE5 9RS

Tel no: 0203 299 1599

Email to kch-tr.havensconference@nhs.net

**Cancellations must be made in writing by 26th September 2022**, when a fee of 20% will be subtracted from your refund. No refunds will be made after this date.