

Conditions of Booking

To register, please complete and return the booking form, with the full payment to the address given at the top of the form. Attendance will only be confirmed on receipt of the full payment.

Cancellation

A refund will be given on cancellations received in writing before **10:00 on Thursday 9 June 2005**. Regrettably no refunds can be given after this date.

Attendee substitutions may be made in writing at any time. Email: tina.compton@intellectuk.org

Intellect reserves the right to cancel an event at any time. In this case the full fee will be refunded.

Delegates with Special Needs

Please help us to accommodate any individual needs that you may have by informing us prior to the event. We will then contact you to discuss this as necessary.

Data Protection

Intellect will use the information you provide to us for marketing, administration, statistical analysis and promotional purposes (including delegate lists and badges). We may contact you by telephone, fax, post or email. Your data will be made available to approved suppliers of Intellect services, who will contact you only in connection with these services.

You can choose not to have your details disclosed to third parties by ticking the box.

Intellect takes all reasonable measures to ensure that the information it holds is accurate. You are entitled to see a copy of the information we hold on you at any time, and you can have that information corrected if it is inaccurate. Please contact Intellect, Russell Square House, 10-12 Russell Square, London WC1E 5EE

Information about dietary requirements will be recorded on Intellect's database and will be used only for the purpose for which it was provided

Insurance

Intellect cannot be held responsible for accidents to delegates or for damage to or loss of their personal property howsoever caused. Delegates should therefore make their own insurance arrangements.