



Registration Form

Please complete all sections as fully as possible and fax or post the completed form to:

Cambridge 2007 Conference Office

4 The Mews, Bridge Road
St Margarets,
TWICKENHAM
TW1 1RE
United Kingdom
Fax: **+44 (0)20 8892 2918**

Once your registration has been processed, the Conference Office will send you confirmation by post, including an invoice with receipt.

Should you have any registration queries, please contact Julie Wright at the Cambridge 2007 Conference Office:

Tel: **+44 (0)20 8891 1268**
Fax: **+44 (0)20 8892 2918**
Email: **cc2007@theconferenceoffice.com**

Thank you for your interest in attending the Cambridge Conference. We look forward to receiving your registration.

Details marked with * are required in order to submit your registration.

Complete a separate form for each person attending. All fees quoted below exclude UK VAT at 17.5%

1 Personal Details

- Attendee Type * Standard Delegate
 Complimentary Delegate
 Sponsor Delegate
 Organiser

Salutation/Title*

First Name*

Last Name*

Job Title/Position*

Department

Company Name*

Address*

Town/City*

County/State/Province

Postal/ZIP Code*

Country*

Telephone (include country code)*

Fax (include country code)

Email Address*

Web Address

Will you be bringing a social program guest?
(One guest per delegate, fee applies) Yes ** No

** If Yes, please fill out a separate Guest Registration form

Guest Name (if applicable)

1a About Cambridge Conference 2007

How did you hear about Cambridge Conference? *

Website

Mailing (newsletter)

Email (flyer or newsletter)

Word of mouth

Other (please specify):

What are your expectations/expected outcomes at Cambridge Conference?

2 Event Details

Social Events *

As a DELEGATE your conference fee covers all events in the social programme. To assist the organisers with arrangements, please indicate which events you plan to attend:

- Sunday afternoon 15 July:**
Celebrity garden party and cream tea
- Sunday evening 15 July:**
Welcome dinner
- Monday evening 16 July:**
Exhibitors opening reception
- Tuesday evening 17 July:**
Hotine Lecture and reception
- Wednesday evening 18 July:**
Punting and Jazz evening
- Thursday evening 19 July:**
Reception and Gala dinner
- Friday evening 20 July:**
Closing dinner

Friday Visits

On Friday delegates have the choice of remaining at St John's College to attend the Ordnance Survey Experience or visiting one of Ordnance Survey sister departments.

Please choose only one visit:

- Ordnance Survey Experience, St John's College
- Land Registry **
- The Defence Geographic and Imagery Intelligence Agency **

**Additional cost of £25 to cover travel to the organisations

Dietary Requirements

In order to cater appropriately for all attendees at the conference and social events, please indicate below if you have any special dietary requirements:

3 Accommodation Details

Most delegates choose accommodation at St John's College Cambridge where the conference is being held as it presents a unique opportunity as the College is not normally opened to the public. Please state below your accommodation requirements:

- NO**, I do not wish to stay at St John's College and will make my own arrangements
- YES**, please book a room at St John's College as specified below

Accommodation at St John's College:

The room rates below are for Bed and Breakfast at St John's College from Sunday 15 July to Thursday 19 July inclusive (5 nights' accommodation). Additional nights can be booked at an extra cost, as specified below:

Arrival Date:

Departure Date:

No. Nights:

Please tick which type of room you require:

- £310.00 single room with en-suite bathroom (single occupancy)
(£65.00 per extra night, including breakfast)
- £250.00 single room with shared bathroom (single occupancy)
(£55.00 per extra night, including breakfast)
- £560.00 twin room with en-suite bathroom (double occupancy) **
(£120.00 per room per extra night, including breakfast for two)
- £440.00 twin room with shared bathroom (double occupancy) **
(£100.00 per room per extra night, including breakfast for two)

** Name of person you are sharing a double occupancy room with:

3 Payment Details

Fee Payment Details

Standard delegate conference fee: £399.00

(Includes all conference sessions and workshops, all meals and social events from Sunday afternoon to Friday's evening meal)

Friday visit travel fee: £25.00

(Land Registry or Defence Geographic Centre only)

Accommodation Fee *(St John's College only, including any additional nights if applicable):*

NET REGISTRATION FEE

UK VAT @ 17.5%

TOTAL GROSS REGISTRATION FEE

Methods Of Payment

Please indicate your preferred method of payment:

- Credit card
 Invoice my organisation

This option is only available until 15 June 2007. Registrations received after this date will not be processed without payment. All invoices must be paid prior to the conference.

If the Cambridge Conference Office require a Purchase Order number before payment can be made by your organisation, please enter this below:

Purchase Order number:

Terms and Conditions

Transfer or cancellation of registration

If you find you are unable to attend after registering for Cambridge Conference, you have two options:

Transfer your booking to a colleague – one replacement per registration is acceptable and must be confirmed in writing to the Conference Office no later than 15 June 2007.

Cancel your registration – you may cancel your registration completely on or before 15 June 2007 and receive a full refund less a £20.00 administration charge. We regret that no refund can be made for registration cancellations from 16 June 2007 onwards.

Credit Card Payments

Your credit card will be charged in £/Sterling by The Conference Office Ltd. You will shortly receive a confirmation pack by post, including an invoice and credit card receipt.

Card type

- Switch/Delta Visa
 MasterCard/EuroCard AMEX
 Diners Club JCB

Cardholder's Name

Company Name (if applicable)

Credit Card Number

Expiry Date

Valid From Date (Diners Only)

Total Registration Fee

- I agree to the terms and conditions of attendance detailed below and authorise my card to be charged for the registration fee entered above.