



## Educational event registration form

Please complete this form using BLOCK CAPITALS and return to  
 BIR Registrations, 16-20 Ely Place, London, EC1N 6SN  
 Telephone: 020 3668 2220 Email: [conference@bir.org.uk](mailto:conference@bir.org.uk)

Your details (please complete all fields)			
Title			
Forename		Surname	
Job title			
Organisation			
Contact address			
Tel no (day)		Email	

**Details of registration**  
 Details of our events and registration fees are available on our website at [www.bir.org.uk](http://www.bir.org.uk) Please state the name of the meeting you wish to attend and the rate which applies.

Number of Delegates					
Registration rate					
Event name		Event date		Price	
Dietary requirements					

Registration fees are subject to membership status and grade. Please visit: [www.bir.org.uk](http://www.bir.org.uk) or contact [membership@bir.org.uk](mailto:membership@bir.org.uk) for more information about becoming a member. Registration fees for in person events include lunch and refreshments and are exempt from VAT. Registration fees for virtual events will have VAT added to the final price where applicable.  
 Cancellation Policy  
 Please note if registration is cancelled within 24 hours of booking, a full refund will be issued. Please be aware, no refunds will be issued after the 24 hour period. Please call 020 3668 2220 to make any amendments to your booking.

**Payment details - PLEASE READ CAREFULLY**

All payments must be made with the initial event booking. **We do not accept purchase orders or provide invoices. We do not make provisional bookings or accept booking forms with no accompanying payment.**

If a registration payment is being made through an NHS trust please ensure the cheque is attached to the registration form. If we receive a loose cheque with no corresponding booking information it will not be processed. Please make cheques payable to The British Institute of Radiology.

Payment will be made by cheque/credit/debit card for the amount of £ \_\_\_\_\_

Card no   

Expiry date                             CCV   

Signature \_\_\_\_\_

A receipt will be sent via email when the form and payment has been processed. Please allow up to 14 working days. If you have any queries about your booking please contact [conference@bir.org.uk](mailto:conference@bir.org.uk).

For office use only: Integra account number	
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The British Institute of Radiology

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