Registration

Boston Leaders' Forum 2010 Fees

All 3 days
$2,795.00 **£1,795.00***

All 3 days Academic Rate
$1,495.00 £965.00

If you would like to attend for 1 or 2 days only, please contact us on +44 (0)20 7839 6137 (team@phacilitate.co.uk) to confirm the rate

Group Bookings

Register 3 delegates and a 4th comes free! If you would like to register 5 or more, please contact us for a rate. Please e-mail us at team@phacilitate.co.uk to take advantage of this offer

Substantial discounts on the registration fee are available for small companies, academics and government representatives.
For more information, please contact us on +44 (0)20 7839 6137 (team@phacilitate.co.uk).

The registration fee includes all refreshments during the course of the conference, entrance to evening receptions, access to the Delegate Zone on the event website and full conference documentation. It does not include your accommodation.

YOU WILL BE SENT YOUR USERNAME AND PASSWORD FOR THE DELEGATE ZONE ON THE WEBSITE ON RECEIPT OF YOUR PAYMENT. AT THIS STAGE, YOU WILL ALSO BE ABLE TO BOOK YOUR PLACES IN THE FOCUS SESSIONS WITH LIMITED NUMBERS. PLACES AT THESE SESSIONS WILL BE STRICTLY LIMITED AND WILL BE ALLOCATED ON A FIRST-COME-FIRST-SERVED BASIS.

To register for the Boston Leaders' Forum 2010, complete the form and:

@ team@phacilitate.co.uk
+44 (0)20 7839 6533
+44 (0)20 7839 6137
Phacilitate Limited
6, Excel Court, Whitcomb Street
London WC2H 7HA, UK

or register on-line
www.phacilitate.co.uk/leaders

Delegate 1 Dr | Mr | Mrs | Ms | Miss *please indicate*

First Name | Second/Family Name |

Position |

I would like to attend: All 3 days ☐

☐ I have read and I **DO NOT** agree to Phacilitate's terms & conditions

IF YOU ARE REGISTERING MORE THAN ONE DELEGATE PLEASE PHOTOCOPY THIS FORM.

Organization |

Department |

Address |

State |

Postcode/Zipcode | Country |

Telephone | Fax |

e-mail |

Name of Assistant | Email |

Approving Manager – Name |

Job Title |

Payment | Payment must be received before the start of the conference in order to guarantee admittance.

I would like to pay in ☐ Dollars* ☐ Sterling
** Credit card payments will all be processed in Sterling*

I would like to pay by
☐ Crossed cheque payable to Phacilitate Limited
☐ Bank transfer *(please see our bank details below)*
Credit card
☐ MasterCard ☐ Visa ☐ American Express

Phacilitate is a member of the Clarion group of companies. Wire transfers should be sent to Clarion Events using these account details:

Bank details: National Westminster Bank
Account name: Clarion Events Ltd
Branch: Earls Court
For Dollar wire transfers:
Account no: 140/00/45266727 Sort Code: 60-07-14
BIC: NWBKGB2L
IBAN: GB15NWBK60730145266727
For Sterling wire transfers:
Account no. 19118287 Sort Code: 60-07-14
BIC: NWBKGB2L
IBAN:GB96NWBK60071419118287

Please refer to the event code (PH142) and the delegate's name in the transfer instructions.

Card no

Cardholder's name |

Start date M M Y Y | Expiry date M M Y Y | Security code

Credit card billing address (if not as above)

Cardholder's signature |

ON RECEIPT OF YOUR REGISTRATION, WE WILL SEND YOU AN INVOICE/ VAT RECEIPT. PHACILITATE WILL NOT BE HELD RESPONSIBLE FOR NON-RECEIPT OF YOUR REGISTRATION. IF YOU DO NOT RECEIVE YOUR CONFIRMATION, PLEASE CONTACT US TO ENSURE YOUR REGISTRATION HAS BEEN RECEIVED.

The venue
Boston Marriott Long Wharf
296 State Street, Boston,
Massachusetts 02109 USA
Tel: +1 617 227 0800
Fax: +1 617 227 8595

Accommodation
The conference fee does not include accommodation. We have negotiated substantially discounted rates for all attendees at the Boston Leaders' Forum at The Boston Marriott Long Wharf. An accommodation booking form will be sent to you and you must use this form in order to qualify for the discounted rate.

Documentation
The conference documentation will be available on our website after the event for those individuals who cannot attend in person. If you are interested in receiving information on contents and cost in due course, please e-mail team@phacilitate.co.uk.

TERMS AND CONDITIONS
Cancellation
a) If you cancel your place in writing at least 4 weeks from the event, you will be due a 75% refund of your fee.
b) If you cancel your place in writing between 4 and 2 weeks of the event, you will be due a 50% refund of your fee.
c) If you cancel your place within 2 weeks of the event, you will not be entitled to any refund, although you will be sent a copy of the documentation after the event.
Please note that all conference fees remain payable, and invoices will not be cancelled, unless these cancellation terms are met.

Replacement delegates
If you are unable to attend at any stage, you may transfer your registration to a colleague at no extra charge. Please confirm the details of the replacement in writing to team@phacilitate.co.uk (fax: +44 (0)20 7839 6533).

Amendments to the program/ Cancellation of the event
In the event of amendments being made to the conference agenda, they will be published on our website ASAP. However, we reserve the right to amend the programme content, timings or speakers without notice.
In case of cancellation, our liability is limited to refund of registration fees only.

The Organiser shall not be liable for any failure or delay in performing any of its obligations if the failure or delay is due to any cause beyond its reasonable control, including unavailability of the venue of the Event, act of God, war, terrorist activity, civil commotion, malicious damage by a third party, strike, lock-out or other employee dispute, compliance with a law or governmental order, rule, regulation or direction, fire, flood or storm.

Data Protection Act
Information which you provide or which is obtained in our dealings with you may be held by Phacilitate in accordance with the Data Protection Act and will be used by Phacilitate and its affiliates, agents and sub-contractors to provide the services and to enable us to review, develop and improve the services offered by us and to enable Phacilitate to provide you and other customers with relevant information through our marketing programme (including direct marketing).
You further agree that information about you may be given to anyone to whom Phacilitate has assigned or transferred or proposes to assign or transfer any of its rights under this Agreement.
You further agree that Phacilitate may use itself or disclose the information to any of its affiliates or other third parties for the marketing to you of other products and services (including direct marketing). If you do not wish us to use/disclose your details for such purposes you should tick this box. ☐

Amendments to our mailing list
If you would prefer not to receive any further materials from Phacilitate, please contact us and let us know your name, company and location. We guarantee you will be removed from our database immediately. Please also inform us in the same way if your details have changed or are currently incorrect. You can let us know by phone (+44 (0)20 7839 6137), e-mail (team@phacilitate.co.uk), fax (+44 (0)20 7839 6533) or mail (Phacilitate Limited, 6 Excel Court, Whitcomb Street, London WC2H 7HA, UK)

This contract is subject to English Law.

Phacilitate