

**National Training Event (NTE) 2013: 10th – 12th July 2013**

**Exhibition and Conference Centre, University of the West of England, Frenchay Campus, Coldharbour Lane, Bristol, BS34 8QZ**

**EXHIBITOR GROUP BOOKING FORM**

If you wish to make a group booking on behalf of your organisation’s employees, please complete this form and email it to conference@pmguk.co.uk. Please note: hand written forms will not be accepted.

Before completing this form we advise you to check the PMG membership status of employees, and ask them to [become a member](http://www.pmguk.co.uk/component/option%2Ccom_rsmembership/Itemid%2C8/cid%2C1/task%2Csubscribe/) if they are not already. Membership for 2013 will only cost each employee £25.00. For this price they will receive two PMG journals, discounts to our events and a £10.00 book voucher to use at the NTE, all of which will be beneficial to their on-going development within the posture and mobility field.

If you have any queries regarding your group booking, please email conference@pmguk.co.uk.

**SECTION 1: EXHIBTOR/DELEGATE INFORMATION**

**State the number of exhibitors/delegates you would like to book:**

**Please provide the requested information (below) for ALL the exhibitors/delegates you are booking places for.**

*Parallel Sessions are only available for exhibitors/delegates who book* [*Package 1*](http://www.pmguk.co.uk/prices.html)*,* [*Package 2*](http://www.pmguk.co.uk/prices.html) *or a* [*Thursday Day Delegate rate*](http://www.pmguk.co.uk/prices.html)*. For full details on the eight Parallel Sessions available this year, please view our* [*programme*](http://www.pmguk.co.uk/programme.html)*. If selecting PS8, this will cover both the 1st and 2nd sessions, so please select it for both sessions. Exhibitors/delegates may also opt to spend extra time in the exhibition, by choosing PS9.*

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Full Name** | **Email Address** | **Occupation** | **PMG Membership Status** | **1st Parallel Session (2:15pm –3:15pm)** | **2nd Parallel Session (4pm – 5pm)** | **Special Dietary Requirements** | **Other Special Requirements** | **Share contact details with other delegates?** |
| *e.g. Joe Bloggs* | *conference@pmguk.co.uk* | *Rehabilitation Engineer* | *Non-member* | *PS2* | *PS5* | *Vegetarian* | *Wheelchair accessible room* | YES |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |

**SECTION 2: BOOKING INFORMATION**

**Please type the names of exhibitors/delegates against the type of booking you wish them to have.**

*Please note: you should either choose a package or select items individually. All exhibitors should have, as a minimum, an Exhibition Pass for Thursday and/or Friday (the free allocations will then be deducted in the invoice).*

|  |  |
| --- | --- |
|  | **Names** |
| **Package 1:** £330.00 + VAT*Includes full access to conference proceedings and exhibition (with buffet lunch and refreshments) for Thurs and Fri, plus a Gala Dinner ticket for Thurs evening.* |  |
| **Package 2:** £385.00 + VAT*Same as above, but also includes onsite B&B accommodation for Thurs.* |  |
| **INDIVIDUAL OPTIONS:***Only select these if not selecting Package 1 or Package 2.* |  |
| Day Delegate (inc. Exhibition Pass) Thurs 11th July: £170.50 + VAT |  |
| Exhibition Pass Thurs 11th July: £37.50 + VAT |  |
| Gala Dinner Thurs 11th July: £44.00 + VAT |  |
| B&B Thurs 11th July: £55.00 + VAT |  |
| Day Delegate (inc. Exhibition Pass) Fri 12th July: £170.50 + VAT |  |
| Exhibition Pass Fri 12th July: £37.50 + VAT |  |

**If any of the employees stated above are Invited Speakers/Presenters, Bursars or PMG Sub-Committee members, please state their names below:**

|  |
| --- |
|  |

**There will be a free BBQ dinner on the evening of Wednesday 10th July. Please state how many of your employees will be attending:**

|  |
| --- |
|  |

**SECTION 3: ORGANISATION DETAILS**

|  |
| --- |
| **Name of organisation:**  |
| **Organisation Address:** **Post Code:**  |

**SECTION 4: CONTACT DETAILS**

**Please provide the details of the person we should contact if we have any queries regarding this group booking.**

|  |
| --- |
| **Name:**  |
| **Position in Organisation:**  |
| **Tel:**  |
| **Email Address:**  |

**SECTION 5: INVOICING DETAILS**

**Please complete this section if the Invoicing Details differ from the Organisation Details and Contact Details.**

*If you require a Purchase Order Number for your invoice, please also include this.*

|  |
| --- |
| **Contact Name:** |
| **Invoicing Address:****Postcode:** |
| **Tel:** |
| **Email Address:** |
| **Purchase Order No.** |