

RCR 2019 One Day Meeting Registration Form

Meeting title:	
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Meeting date:	
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Please note that for the Annual Conference or any longer courses please visit www.rcr.ac.uk for an alternative registration form

Title		Initials		Surname	
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Grade		RCR Member	Yes ☐ No ☐
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Membership Number (if appropriate):	
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Hospital/Institution:	
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Email address (for correspondence):	
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Address, including daytime phone no.	
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Special dietary/ accessibility requirements:	
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Registration fees:

Members	£208	☐
Non-member	£257	☐
Trainee member	£143	☐
Trainee non-member	£188	☐
Retired member	£143	☐
Allied Healthcare Professionals and nurses	£143	☐
Lay members, medical students and patients	£143	☐
Industry	£281	☐

Registration fee enclosed:	
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Card No:	
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Expiry date:		Security No:	
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Full name on card:	
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Address where card is registered:	
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Bookings are accepted on a first come, first served basis. Reduced registration fees are only available to RCR members in good standing on the day the registration form is processed.

Payment must be included with this booking form and cheques made payable to **The Royal College of Radiologists**. Forms received without payment will be held in reserve until payment is received. Confirmation of a place will be sent by email within 21 days of payment being received. If you do not receive confirmation please contact the Professional Learning and Development Office. We strongly advise delegates not to book travel or accommodation until a confirmation is received.

To arrange an **invoice** the following information must be provided with this registration form: Contact name, full postal address, contact phone number, email address and invoice/purchase order number. Invoices **will not** be raised without this information.

Cancellation:

Notice of cancellation must be given in writing or by email to the Conference and Programmes Officer: conf@rcr.ac.uk. Delegates wishing to cancel or transfer a place on a meeting:

- 31+ working days* before a meeting: Will be entitled to transfer their fee to another meeting within 12 months or a refund minus a £15 administration fee
- 11 – 30 working days* before a meeting: Will be entitled to transfer their fee to another meeting within 12 months or a refund minus a £25 administration fee
- Less than 10 working days* before a meeting: No transfer or refund permitted

The only exception to the above is if a meeting is a sell-out. If the cancelled place can be re-sold to another delegate before the meeting, a refund minus the £25 administration fee will be given.

Privacy policy:

The Conference and Programmes office do have their own [privacy policy](#), should you wish to review this ahead of making your booking. This is available on the RCR website.

Booking terms and payment: Please read our full Terms and Conditions at www.rcr.ac.uk. Please return this form with payment or invoicing details to: RCR Learning, The Royal College of Radiologists, 63 Lincoln's Inn Fields, London, WC2A 3JW. Contact us: 020 7406 5942 / conf@rcr.ac.uk

Data Protection Act: We never disclose your personal details to third parties. Your name and organisation will appear on a list of delegates and we may send you further information regarding future CPD activity. I would prefer **NOT** to receive information about CPD activity ☐