

Joint meeting of the Royal College of Psychiatrists Faculty of the Psychiatry of
Intellectual Disability & British Psychological Society Division of Clinical
Psychology Faculty for People with Intellectual Disabilities
Friday 20th April 2018 RCPsych, 21 Prescot Street, London, E1 8BB



Registration Form

PLEASE PRINT ALL DETAILS CLEARLY

☐ Please tick here if you do not wish to have your name and town appearing on the delegate list. The College's Data Protection Statement can be viewed at www.rcpsych.ac.uk/dataprotection

Please complete and return your registration form with payment to Jonathan.bennett@rcpsych.ac.uk.

1. Personal details

College membership number:													
Title:	First Name:	Surname:											
Place of Work:													
Mailing address:													
Town:	Postcode:	Country:											
Email:	Twitter:	Tel (Daytime):											
Vegetarian: YES/NO	Other dietary requirements:												
Special Requirements:													
Career Status (tick one box only): <table border="0"><tr><td>☐ MEDICAL STUDENT/STUDENT ASSOCIATE</td><td>☐ SHO</td></tr><tr><td>☐ PMPT</td><td>☐ ASSOCIATE SPECIALIST/STAFF GRADE/SpR</td></tr><tr><td>☐ CT/ST1-3</td><td>☐ RETIRED</td></tr><tr><td>☐ CT/ST4-ST6</td><td>☐ CONSULTANT</td></tr><tr><td>☐ FY DOCTOR</td><td>☐ OTHER (please state): Click or tap here to enter text.</td></tr></table>				☐ MEDICAL STUDENT/STUDENT ASSOCIATE	☐ SHO	☐ PMPT	☐ ASSOCIATE SPECIALIST/STAFF GRADE/SpR	☐ CT/ST1-3	☐ RETIRED	☐ CT/ST4-ST6	☐ CONSULTANT	☐ FY DOCTOR	☐ OTHER (please state): Click or tap here to enter text.
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☐ FY DOCTOR	☐ OTHER (please state): Click or tap here to enter text.												

Registration Fees

Fees include catering during scheduled programme breaks but **do not** include accommodation.

	Whole Conference
RCPsych & BPS Member rate*	£110 ☐
Reduced Rate**	£55 ☐
Non-Member Rate***	£150 ☐
Invited Speaker	£0 ☐
Total:	Click or tap here to enter text.

* This rate applies to RCPsych Consultants/Locum Consultants **and members of the British Psychological Society.**

** This rate applies to RCPsych SpRs, SHO, SAS doctors and ST4-6 members, CT1-3 trainees, retired members, delegates on the concessionary subscription rate of 50%, student associates and foundation year doctors. **This rate also applies to BPS pre-qualified trainees and assistants.**

*** The Non-Member Rate applies to non-members of the RCPsych or BPS.

† Invited speakers are entitled to free registration on the day they are speaking

All registration confirmation letters will be sent via email. If you are unsure if your registration form has been received by us, please contact jonathan.bennett@rcpsych.ac.uk

Payment

PLEASE NOTE THAT THE COLLEGE IS UNABLE TO INVOICE FOR REGISTRATION FEES.

Places can only be reserved when payment is received along with a completed registration form. If an authority will be making payment, the delegate should either pay and then claim reimbursement from the authority or enclose payment from their authority. Please select the method of payment below:

☐ **Cheque:** I enclose a cheque / postal order for £ Click or tap here to enter text.

Please make payable to 'The Royal College of Psychiatrists' quoting reference 'IDS2016 J2G001' and the name of the delegate on reverse

☐ **BACS:** I enclose remittance advice form for £ Click or tap here to enter text.

Bank details below. Places can only be reserved when remittance is received with this form using reference 'IDS2016 J2G001'

Bank details

Account name: The Royal College of Psychiatrists

Account number: 40201340

Sort Code: 20-06-05

IBAN: GB31 BARC 2006 0540 2013 40

Swift Code: BARCGB22

☐ **Credit/debit card:** We are not able to take credit/debit card details in hard copy. If you are booking for yourself and wish to pay by card, please do so online at <https://events.rcpsych.ac.uk/intellectual-disability-conference-may-2017>. If your Trust is making payment on your behalf and would like to pay by card, please call the office on 0203 701 2615 to make payment over the phone.

Please complete and return your registration form with your payment to: Jonathan.bennett@rcpsych.ac.uk.

Or by post to:

Jonathan Bennett

Centre for Advanced Learning and Conferences (CALC)

RCPsych

21 Prescott Street, London E1 8BB

Tel: 0203 701 2615

Fax: 0203 701 2761

CANCELLATION POLICY

Notice must be given in writing by post or e-mail jonathan.bennett@rcpsych.ac.uk

To be entitled to a refund all cancellations MUST be received in writing no later than 2 weeks prior to the event date. An 80% refund will be given if cancelled more than 4 weeks prior to the event and 50% refund if less than 4 weeks' notice is given. No refund will be given if cancellations are received within 2 weeks before the event.

Should you be unable to attend, a substitute delegate is welcomed.

CANCELLATION BY RCPSYCH

RCPsych reserves the right to amend or cancel an event. If an event has to be cancelled or date amendment made, we will contact all registered delegates as soon as possible to notify them of the change. All delegates will be offered an alternative date or a full refund. We are not able to reimburse travel, accommodation or other costs related to the event.

RCPsych shall assume no liability if an event is cancelled, rescheduled or postponed due to a Force Majeure such as fire, strike, industrial action, extreme weather or any cause beyond our control.