

HBF Planning & HBF Technical Conference 20% discount Ticket*Early booking discount included until 19th July* **HBF Member - £336.00+VAT pp** **Non HBF Member - £432.00+VAT pp****DELEGATE DETAILS – 1 form per person**Title **First Name** **Surname** **Job title** **Company name** **Company address** **Postcode** **Tel** **Email** **(Confirmation will be sent by email). If we should send confirmation details to an alternative contact, please provide their:****Name** **Email*** Form to be returned to events@house-builder.co.ukHBF Planning Conference Sponsored by **HBF Technical Conference Sponsored by** **Payment via card. If this option is selected, a payment link will be sent to the above email.** **Payment via BACS - please use the reference PLAN & TECH24**A BACS payment was made on (date)Royal Bank of Scotland: **Housebuilder Media SC:15-10-00/ AN: 24215418**

RBS, PO BOX 39952, 2 ½ Devonshire Square, London EC2M 4XJ VAT REGISTRATION NO. 882 6294 86

* Final details will be sent out closer to the event.

*photographs / videos will be taken at the event and used within events marketing for HBF and Housebuilder. If you wish for your image not to be used then please contact a member of the events team.

TERMS & CODE OF CONDUCT*By confirming my attendance at this event, I am agreeing to the HBF and HBM attendee Code of Conduct <https://www.hbf.co.uk/c/code-of-conduct> that requires me, and anyone who I am booking this event for, to behave in a professional manner, treat all individuals with respect and dignity and in a way that avoids any harassment or discrimination.***Housebuilder Media will use the information provided to contact you about this booking.**

Housebuilder Media and HBF run a series of business related housebuilding events throughout the year and would like to inform you about them (please tick box)

 Yes please, contact me about future Housebuilder**Media and HBF Events** **No thank you, I do not wish to hear about future****Housebuilder Media and HBF Events**

(please note that if you tick this box, you will NOT receive information on any future events)

Cancellation Policy

All cancellations must be made in writing to HBM. Up to 43 days before the event a £25+VAT admin charge applies. 42-28 days before the event a 50% cancellation charge of the booking total applies. 27 days and less before the event a 100% cancellation charge of the booking total applies.

Booking Conditions

Details of the event were correct at the time of going to print. HBF reserves the right to alter or cancel the programme without notice. A confirmation will be sent to you on receipt of your booking. Payment is required prior to the event and made payable to HBF. Invoices cannot be provided, however a VAT Receipt will be issued upon payment. VAT will be charged at the prevailing rate.

HBF and Housebuilder reserve the right to refuse anyone entry to the event at their discretion.