



2-3 November 2011
The Kia Oval, London

Conference booking form

3 Ways To Book

1. Book online at: www.TRAVEL2020.co.uk
2. Fax this completed booking form to: +44(0)20 7091 7966
3. Post the booking form with payment to: Landor LINKS Ltd, Apollo House, 359 Kennington Lane, London SE11 5QY

Billing Details

Please Complete Clearly In Block Capitals

Title (Mr/Mrs/Dr/Other – Please specify)

Name.....

Position.....

Department.....

Organisation.....

Address.....

.....

Postcode.....

Tel.....

Fax.....

Email.....

Please **debit** my Visa/Mastercard/American Express/
Eurocard/Delta card

Card No. _____

Start date ___ / ___ / ___ Expiry date ___ / ___ / ___

Security code _____

Cardholders name.....

Signature

Date

Please **invoice** quoting order reference no.

(NB Purchase orders MUST be provided before we can process bookings, if you are unable to provide us with a Purchase Order number please provide a reference for your invoice)

Delegate rates Qty.

First Delegate

2 Day Event Pass £445 + VAT
(Includes networking dinner)

Each additional delegate

2 Day Event Pass £275 + VAT
(Includes networking dinner)

Business Development Package

5 delegate places. (Transferrable) £1275 + VAT
(Includes networking dinner for 5)

Other options:

Day 1 only £275 + VAT
Day 2 only £245 + VAT
Networking dinner (Per person) £45 + VAT

Payment Details

All fees are payable in advance of the event. Delegates may be refused admission if payment is not received prior to the event. Delegates who have not paid will be required to provide credit card details or supply a company cheque at registration. If you are registering within 7 days of the event you MUST provide credit card details to enable us to process your booking. Payment can be made by cheque, credit card or BACS transfer. Cheques should be made payable to Landor LINKS Ltd.

Payment terms are strictly 7 days.

I enclose cheque no. _____ for £ _____
(NB cheques must be made payable to Local Transport Today Ltd)

Administrative Details

Landor LINKS Ltd, Apollo House, 359 Kennington Lane, London SE11 5QY
Tel: +44(0)20 7091 7965 Fax: +44(0)20 7091 7966 Email: conferences@landor.co.uk
For accounts queries please call +44(0)20 7091 7866

Confirmation

You will receive a receipted VAT invoice and joining instructions which includes a map, directions and travel information. If your booking has not been acknowledged 7 days prior to the event please contact us to confirm your booking has been received on +44(0)20 7091 7865.

Cancellation

If for any reason you are unable to attend, cancellations received in writing by 19.10.11 will receive a refund less an administrative charge of £100 + VAT. There will be no refunds for cancellations made after this date. Substitutions can be made at any time at no further cost.

Delegate	Name	Job Title	Email Address
1
2
3
4
5

Special or dietary requirements/ access needs

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Secure your place today at: www.TRAVEL2020.co.uk

The data you provide will be held on a database in accordance with the Data Protection Act (1998). Your details may be passed to other companies who wish to contact you for marketing and communication purposes. If you do not wish your information to be passed on, please write to the Database Manager at Local Transport Today Ltd at the above address.