



Joint Conference of the Divisions of Counselling Psychology

The Psychological Society of Ireland & The British Psychological Society

20-21 June 2008

Trinity College, Dublin

When Endings are Beginnings



The British Psychological Society

REGISTRATION FORM (by completing this form you have read and agree to our booking conditions on the reverse)

SECTION 1 – ABOUT YOU

Title Forename..... Surname

BPS/PSI membership no..... Name of organisation/
Place of study.....

Postal address E-mail address

..... Daytime tel no

..... Postcode Mobile

SECTION 2 – CONFERENCE REGISTRATION - Rates are listed in pounds and euros depending on your residency

Two Day Non-Residential Package

Includes registration, refreshments (but not lunch) and conference materials

Members of the BPS & PSI DCoP £115 €160 []

Non DCoP members £140 €195 []

Concessions (see notes) £90 €125 []

Single Day Registration

Includes registration, refreshments (but not lunch) and conference materials for one day

Members of the BPS & PSI DCoP £105 €150 []

Non DCoP members £130 €185 []

Fri [] Sat []

Accommodation

Single occupancy en-suite bedrooms or 2 bedroom apartments with shared bathroom on Trinity campus, rates are inclusive of continental breakfast. All rooms are non-smoking.

~~Thursday 19th June £52 €72 [] Sold out~~

Friday 20th June £52 €72 []

Optional Extras

Conference Dinner on Friday 20th £35 €50 []
(at the Guinness Storehouse, includes a tour of the visitor experience and a free pint of Guinness)

TOTAL AMOUNT DUE £

€

SECTION 3 – FURTHER REQUIREMENTS *To help us ensure that all delegates are able to participate fully, please let us know about any requirements you have (e.g. access/dietary)*

SECTION 4 – YOUR PAYMENT (please tick payment method)

[] I enclose a cheque for £/€..... payable to The British Psychological Society or The Psychological Society of Ireland (depending on which office you are registering with)

[] I wish to pay £/€..... via my debit/credit card

Type: Mastercard/Visa/Amex/Switch/Delta/Maestro (Please circle one)
Please note: we do not accept Solo, Electron or Diners Club cards.

Card no: Expiry date: Valid from date:

Issue no. (Switch only) Signature:

[] **PLEASE INVOICE** Name & full postal address to whom the invoice should be sent
(NB: Deadline to request invoices is 23rd May 2008)

Tick for receipt []

..... Tel No

Purchase Order/Ref No (required for all invoice requests)

Office use only	
Event code	DCOP2008
INV	
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IMPORTANT NOTES ABOUT COMPLETING THIS FORM

Section 1

1. Please ensure that if completing by hand you use **BLOCK letters**.
2. Your name and organisation/place of study as stated on this form will be used for your badge and the delegate list.
3. Please provide your full postal address including the name of your workplace when using a work address.

Section 2

1. Please ensure you tick the appropriate fee box for the registration category you are applying for and for any other options that you wish to take up. Add up all the fees and enter the amount in the total amount due box.
2. Persons eligible for **concessionary rate** are **BPS**: student members, graduate members registered under Rule 20B, Rule 26 members, unemployed members of the BPS and trainees (please provide proof of trainee status). For evidence of unemployment, we will require a copy of your job seekers allowance book. **PSI**: students & trainees and unemployed members of the PSI.

Section 3

1. Please ensure that you complete this section for any **dietary, access, hearing or mobility requirements** you may have.

Section 4

1. Please note that we cannot accept payments by Solo, Electron or Diners Club.
2. If you **require an invoice** please complete the details in full and always include a **purchase order number**. We are not able to issue an invoice without this.

IMPORTANT INFORMATION

Lunch is not included with the registration fees as you will be given a long lunch break each day to give you the opportunity to meet with other delegates and to give you the chance to explore the campus or venture into Dublin City Centre and eat at your choice of the many cheap eateries available.

You may be eligible to apply for a **bursary**. The BPS will offer bursaries to UK trainees and the PSI will offer bursaries to students and divisional members presenting at the conference. For full information and how to apply please visit the relevant website www.bps.org.uk/dcop2008 or www.psihq.ie/DcoPconference.asp

Alternative accommodation is available close by at various hotels and B&Bs. For further information please visit the conference websites at www.bps.org.uk/dcop2008 or www.psihq.ie/DcoPconference.asp or call one of the conference offices on BPS: + 44 (0) 116 252 9555 PSI: + 353 01 4749160

For full **programme details** please visit the conference websites. These sites will be updated on a regular basis with any necessary amendments.

TERMS AND CONDITIONS

1. All forms must be received by **Friday 6th June 2008**. Bookings will be accepted and confirmed only when full payment or invoicing instructions have been received. If you do not receive a confirmation letter within two weeks, please contact the Conference Office that you have sent your registration form to.
2. **The deadline to request an invoice is 23rd May 2008. All invoices must be paid in full by Friday 13th June 2008.**
3. **Cancellation policy** A full refund minus a £15 administration fee will be given on any cancellations received up to and including **Friday 25th April 2008**. Any cancellations made after this date will not receive a refund. Cancellations must be made in writing by post or email to the address of the office you registered with. Verbal cancellations will not be accepted.
4. **Substitution policy** Name substitutions are accepted up to Friday 25th April 2008 **and** should also be made in writing by email. Verbal substitutions will not be accepted. Packages cannot be shared under any circumstances.
5. All fees include VAT. For the BPS this figure is at 17.5%. The BPS VAT registration number is 240 393776.
6. By providing the personal information on the application form you are agreeing to the Society's processing and holding it only for the purposes stated in our Data Protection Act registration. For further information about these purposes and the Act itself, please visit the privacy/DPA policy hyperlink at the foot of the Society's homepages at www.bps.org.uk. www.psihq.ie
7. The e-mail address you have provided may be used by the Society's to communicate with you instead of by post in matters relating to your conference registration and, if you are a member of the Society's, other matters relating to your Society membership. We may also send messages from carefully selected third parties.

If you wish to receive these, please tick here []

See www.bps.org.uk/dcop2008 or www.psihq.ie/DcoPconference.asp for latest information

Return the form with your payment in Pounds (BPS) or Euros (PSI) or invoicing instructions to:

UK and Non-UK Residents:

BPS Conferences, The British Psychological Society, St Andrews House, 48 Princess Road East, Leicester LE1 7DR

Tel: +44 (0) 116 252 9555 Fax: +44 (0) 116 255 7123 E-mail: dcopconf@bps.org.uk

Ireland Resident:

PSI Head Office, Cumann Síceolaithe Éireann, CX House, 2A Corn Exchange Place, Poolbeg Street, Dublin 2

Tel: + 353 01 4749160 Fax: + 353 01 4749161 E-mail: ciara.doyle@psihq.ie