

Dorset LRF Conference 2018

Tuesday 24th April 2018

Terms and Conditions



Registration		<p>Register online via registration page or email ccuadmin@dwfire.org.uk . If more than one person is attending from an organisation then all arrangements must be coordinated via a single point of contact.</p> <p>The following information will be required before a registration will be confirmed:</p> <ul style="list-style-type: none">• Point of contact's name, telephone and email contact details;• Organisation name and address;• For each delegate being registered:<ul style="list-style-type: none">○ Name;○ Email address;○ Role in a major incident;○ Special dietary requirements. <p>Confirmation, event information and invoice will be sent to the single point of contact only for group bookings.</p>
Cancellation		<p>To cancel a registration, please email ccuadmin@dwfire.org.uk so that your place may be given to another delegate. No cancellation fees.</p>
Fees	Complimentary spaces	<p>Registration is free for the following participants:</p> <ul style="list-style-type: none">• Speakers;• CCU contributing partners (on oversubscription, places will be limited to 10 per organisation);• Other Cat 1 and 2 partners that are not commercial organisations;• Voluntary organisations (a maximum of 2 free places per organisation);• CCU staff and Volunteers.
	Fee payers	<p>A £35.00 registration fee is applicable to the following participants:</p> <ul style="list-style-type: none">• Commercial organisations
	Payment	<p>A purchase order number will be required for a corporate booking where a fee is applicable. We regret we are unable to take payment by credit card at this time.</p>
Opening Times		0930 - 1500 hrs
Refreshments		Refreshments and lunch will be provided
Car parking		Follow this link
Additional requirements	Dietary	Special dietary requirements due to allergies should be stated at the time of booking. Vegetarians are catered for.
	Other	For any other special arrangements please email ccuadmin@dwfire.org.uk

