



# Booking Form

One applicant per form please. If you require more than one booking form, please take a copy of this form, or contact us on 01603 591927. **If you are completing this form electronically and returning by email, then please enter your details in red text.**

## Your Details

Title (Mr / Mrs / Miss / Ms / Dr / Prof / Other)

Surname .....

Forename(s) .....

Preferred to be known as .....

Date of Birth .....

Address .....

.....

.....

..... Postcode .....

Telephone (including area code) .....

Email Address .....

## Course Choice

<b>Academy@UEA 2010: August 2nd to August 7<sup>th</sup> 2010</b>	Please mark with X
<b>Up at the Big House (Geoff Hales)</b>	
<b>A Potted History of Pleasure Gardens in Europe (Gerald Randall)</b>	
<b>Famous (and less famous) People of East Anglia (David Brandon)</b>	
<b>Pastimes and Leisure from the Middle Ages to the Twentieth Century (Mary Fewster)</b>	



**Additional Requirements**

Do you require accommodation for additional nights (e.g. due to long distance travel over the weekend)? Additional nights are available for the special rate of £35 per night on a bed and breakfast basis, to be paid on arrival.

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Do you have any mobility problems or pre-existing medical conditions you would like us to consider? Please be aware that there are many steps around UEA campus and excursions may include a lot of walking.

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Do you have any special dietary requirements or allergies?

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Are there any other applicants you would like to be accommodated close to? This cannot be guaranteed but we will do our utmost to fulfill any requests.

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Any other relevant information?

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**We highly recommend you take out adequate travel insurance. The Academy@UEA package does NOT include any cancellation, personal accident or travel insurance.**

Please tick this box to confirm that you have understood this statement and have taken adequate insurance to cover your travel and cancellation.....



**Next Of Kin / Emergency Contact Details**

Names(s) .....

Telephone (Inc Area Code) .....

Relationship to applicant .....

**Payment**

A deposit of £100 per person, per course, is required at the time of booking. The remaining balance of £550 must be paid by 31<sup>st</sup> May 2010 (or £350 if you are a day guest)

**I wish to pay by:** Cheque / Visa / Visa Debit / Mastercard / Maestro (please circle)

Cheques should be made payable to: **UNIVERSITY OF EAST ANGLIA**

**To pay by Credit or Debit card:**

Card Number .....

Start Date ..... Expiry Date .....

Issue No. (Switch / Maestro only) .....

Three digit Security code (on back of card) .....

I authorise the sum of £..... to be removed from my account.

Signature of Cardholder ..... Date .....

**Please send your completed booking form to:**

Ms Diane Rhodes  
Academy@UEA  
UEA Conferences  
University of East Anglia  
Norwich, NR4 7TJ

Tel: 01603 591927  
Fax: 01603 591930  
Email: academy@uea.ac.uk