

### Submit your form by post to:

The IET  
Event Customer Services  
Michael Faraday House  
Six Hills Way  
Stevenage, Herts  
SG1 2AY, UK

Or by fax to: +44 (0)1438 765659

For all registration enquiries telephone:  
+44 (0)1438 765657 / 765650 or  
email: [events@theiet.org](mailto:events@theiet.org)

**i INFORMATION SECURITY**  
For your security, please note  
we do not accept registrations  
containing credit/debit card  
information by email.

### Conditions of booking

#### Cancellation

Cancellation charges are as follows:

- 32 + days before event start date  
= Full refund
- 15-31 days before event start date  
= 50% of fee
- 0-14 days before event start date  
= No refund

Name substitutions are accepted at any time by  
fax or email. The IET reserves the right to cancel  
any event. In this case, the full fee will be  
refunded unless a mutually convenient transfer  
can be arranged.

#### Group Registration Discount\*

Group discounts are available for conference  
attendees only registering as a member or non-  
member. Should one or more the delegates  
booked at the group discount rate subsequently  
cancel, the full delegate rate will be charged for  
the remaining delegates. Name substitutions will  
be accepted but if the category of registration  
changes then the price will change accordingly.  
To qualify for the group discount, all delegates  
must be registered at the same time.

#### Delegates with specific requirements

The IET aims to offer fully accessible events to  
all its delegates. Please help us to  
accommodate any individual requirements that  
you may have by attaching a note to the  
registration form. We will contact you to discuss  
this as necessary.

Ref: 16647      W/Order: F710184

### Data protection

I understand and consent to the information  
provided on this form being processed by the IET  
for its sole use and that of its associated  
organisations for the purpose of promoting,  
delivering and improving my experience of the IET  
and its products and services.

Please read the IET's Privacy Statement  
<https://www.theiet.org/help/privacy.cfm>

You can change this preference at any time by  
either contacting us by post, following the link on a  
received email or amending your preferences if  
you have a MyIET online account.

UK Institution of Engineering and Technology VAT  
Reg No: 240 3420 16. The Institution of  
Engineering and Technology is registered as a  
Charity in England & Wales (no 211014) and  
Scotland (no SC038698).

### Registration (Please complete in capitals)

Family name	Title (Mr, Mrs, Miss, Dr, etc)
First name	IET Membership no.
Job title	Organisation
Company VAT Number:	
Address	
Town/City	Postcode
Country	
Telephone	Mobile
Email	
Do you have any dietary or other specific requirements?	

### Course Registration

Member	€875.00 (+ VAT) per person	<input type="checkbox"/>
Non-member	€975.00 (+ VAT) per person	<input type="checkbox"/>

### Additional Delegate Names (Group Booking)

Family Name	First Name	Email	IET Membership No (if applicable)

### Payment details

Payment must accompany this registration form. Registration will only be confirmed upon receipt of full payment by card, cheque or BACS. If paying by BACS, please ensure that a completed registration form is submitted to the address above and that your payment quotes the delegate name. **PLEASE NOTE: Payment via Purchase Order is not accepted.**

Please indicate the method of payment	Cheque <input type="checkbox"/>	Credit/Debit card <input type="checkbox"/>	BACS <input type="checkbox"/>
Payment amount	Currency	Cheques should be made payable to "IET"	
Your name as it appears on the credit card/debit card			
Please debit my (tick box as appropriate)			
Visa <input type="checkbox"/> Visa Debit <input type="checkbox"/> Master Card <input type="checkbox"/> American Express <input type="checkbox"/>			
Credit card number			
Expiry date (MM/YY)		/	3 or 4 digit security code
Card holder's billing address (if different from above)			
Street address		Town/City	
Postcode	<input type="text"/>	Country	<input type="text"/>
Card holder's phone number <sup>1</sup>	<input type="text"/>	Card holder's email <sup>2</sup>	<input type="text"/>

<sup>1</sup> The card holder's phone number and email are needed in case of queries processing the payment.  
<sup>2</sup> The card holder's email address will be used to send a payment confirmation.