

LAGB 2004 BOOKING FORM

Please fill in **either 1, 2, or 3** and return this form, with your remittance, **by post**, to: Judith Broadbent, School of English and Modern Languages, University of Surrey Roehampton, Digby Stuart College, Roehampton Lane, LONDON SW15 5PH.

Cheques should be made payable to 'University of Surrey Roehampton' (they can't be processed otherwise). If you wish to pay by credit card (which will incur a small **extra fee**) please fill in the 'credit cards' section, otherwise, leave it blank. There is a **discount** on bookings received by **9th August 2004**. Receipts will be provided on arrival at Roehampton.

NB: accommodation is in ensuite rooms; however, only 100 ensuite rooms are available, and these will be allocated on a first come, first served basis. If we receive more than 100 bookings, only rooms without ensuite facilities will be available.

NAME

INSTITUTION

ADDRESS

EMAIL (acknowledgment of booking form and any contact before the conference will be by email)

1. Complete conference package:

Please circle the amount which applies to you

- (a) including Monday lunch preceding workshop
 - (i) if sent to arrive by **9th August 2004** £ 250.00
 - (ii) if sent to arrive after **9th August 2004** £ 270.00
- (b) excluding Monday lunch
 - (i) if sent to arrive by **9th August 2004** £ 241.00
 - (ii) if sent to arrive after **9th August 2004** £ 261.00
- (c) Surcharge for non-members (£5.00) £ [add if applicable]

TOTAL: £

2. Selected items:

Please write in the amounts which apply to you

- (a) conference fee; this is **OBLIGATORY**, and covers abstracts, tea/coffee, room bookings, speakers' expenses etc;
 - for all four days, the conference fee is £55.00
 - 1 day: £15.00, 2 days: £30.00, 3 days: £45.00
 - (NB: a part day counts as a full day)
- (b) Monday lunch (£9.50) £
- (c) Monday dinner (£13.50) £
- (d) B&B Monday/Tuesday (£39.50) £
- (e) Tuesday lunch (£9.50) £
- (f) Tuesday dinner (£13.50) £
- (g) B&B Tuesday/Wednesday (£39.50) £
- (h) Wednesday lunch (£9.50) £
- (i) Wednesday dinner (£13.50) £
- (j) B&B Wednesday/Thursday (£39.50) £
- (k) Thursday lunch (£9.50) £
- (l) **ADD 10%** if sent to arrive after **9th August 2004** £ [add if applicable]
- (m) Surcharge for non-members (£5.00) £ [add if applicable]

TOTAL: £

3. Abstracts only, for those not attending (please circle) £ 5.00 UK £ 6.00 overseas

Credit cards: [a small additional fee will be charged by Roehampton to cover the cost of processing bookings by credit card]

Name on card	Signature [vital!]
Card number	Billing address
Valid from date (if given) Expiry date
Card type (delete whichever is not applicable) VISA/MASTERCARD

- Please note here any special requirements (e.g. diet, accommodation)