

European Systemic Functional Linguistics Workshop
Wednesday 8th to Friday 10th July 2009

Conference Registration form

Title (Prof, Dr, Mr, Mrs, Ms):	
First Name:	
Family Name:	
Address for correspondence:	
Email: Telephone: Fax:	
Affiliation (to be printed on badge):	

<u>Conference cost</u> Registration fee includes lunch, plus all refreshment breaks in morning and afternoon. Please choose between the options and enter the relevant amount.	<u>Full fee</u>	<u>Reduced fee</u> Registrations for students (incl PhD) evidence of status required	Enter Amount
Registration for 3 days (8th to 10th July 2009)	£130	£70	£
Registration for individual days (please check box(es)) Wednesday 8 th July <input type="checkbox"/> Thursday 9 th July <input type="checkbox"/> Friday 10 th July <input type="checkbox"/>	£90	£40	£

<p><u>Accommodation</u></p> <ul style="list-style-type: none"> • To book University accommodation please complete the accommodation booking form on the event website. The accommodation comprises single ensuite or semi-ensuite facilities, and includes breakfast. Only one person per room, no double rooms are available. <i>Availability cannot be guaranteed and we strongly advise you book early. Full payment is required on booking.</i> • To book hotels or bed and breakfast have a look at our list on the event website.
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<u>Conference dinner on Thursday 9th July 2009</u>	Cost	Enter Amount
Cost includes a 4 course banquet at Cardiff Castle, (menu and further information on event website). Please check box to request a vegetarian meal <input type="checkbox"/> Please specify any particular requirements that you have. We will try to accommodate them if we can.	£35	£

Total amount payable £

Dietary requirements:

Special requirements (eg disability):

Request for Car Parking - Car parking is extremely limited in Cardiff and we will attempt to allocate permits on request. Please select the box to request one, although availability cannot be guaranteed. I would like to request a parking permit

Please select the box for the method of payment:

Credit Card Cheque Money Order Bank Transfer

CREDIT CARD PAYMENT - Paying by credit card incurs a standard charge of 2% that will be added to the total amount due.

Credit card type: Mastercard Visa (Please note that Cardiff University are unable to accept other cards)

Credit card number:

Expiry date:

Cardholder's name:

Security code:

(last 3 digits on back of card)

Cardholder's signature:

Date:

CHEQUES or MONEY ORDERS - Cheques must be for the total amount due in pounds sterling. Please make payable to **CARDIFF UNIVERSITY and send to Wendy Lewis at the address below.**

BANK TRANSFER - Bank transfers must be for the total amount due in pounds sterling.

Please pay to **CARDIFF UNIVERSITY**

Account number 70002203

Sort code 08-90-03

Swift code CPBKGB22

Iban number GB33 CPBK 0890 0370 0022 03

Please ensure that the reference says '**ESFL KCSE066**' and your name.

Bank address: The Co-Operative Bank plc, 16-17 High Street, Cardiff, CF10 1AX, Wales, UK

SEND COMPLETED REGISTRATION FORMS AND PAYMENT DETAILS TO:

Wendy Lewis, Finance Executive Officer,
Cardiff University, ENCAP, Humanities Building, Colum Drive, Cardiff, CF10 3EU, Wales, UK

CANCELLATION PROCEDURES

Cancelled registration before 8th June 2009 will be refunded in full.

Payment for registration will not be refunded if notification is received after 8th June 2008.

Registration enquiries to Wendy Lewis:

email: encap-events2009@cardiff.ac.uk

Telephone: +44 29 2087 4504 or 029 2087 4504

Fax: +44 29 2087 4502 or 029 2087 4502

Other enquiries to Dr Lise Fontaine:

email: esflcw@cardiff.ac.uk

Telephone: +44 29 2087 6324 or 029 2087 6324

Fax: +44 29 2087 4242 or 029 2087 4242