

# Registration Form



## AGM & Spring Drinks Reception 14 May 2019

The King's Fund

11-13 Cavendish Square, London W1G 0AN

Timings: 6.00pm - 9.00pm



Both the AGM and the Spring Drinks Reception are open to all FLA members. The Spring Drinks Reception will commence immediately after the Annual General Meeting.

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**Book now on our website at [www.fla.org.uk](http://www.fla.org.uk)  
or contact Linda Charles-Richards by phone: (0) 20 7420 9626 or email:  
[linda.charles-richards@fla.org.uk](mailto:linda.charles-richards@fla.org.uk)**

Please note: all FLA events are subject to the application of competition law. Details will be available on the day and are included in the booking form.

# AGM & Spring Drinks Reception - 14 May 2019



Please register the following delegate(s) to attend the **AGM & Spring Drinks Reception** taking place at The King's Fund, 11-13 Cavendish Square, Marylebone, London W1G 0AN

## BOOKING DETAILS - PLEASE USE BLOCK CAPITALS

Company name:

Contact name:

Job title:

Address:

Postcode:

Telephone:

Email:

### DELEGATE 1

First name:

Surname:

Company:

Job title:

Telephone:

Email:

Your special needs or dietary requirements:

### DELEGATE 2

First name:

Surname:

Company:

Job title:

Telephone:

Email:

Your special needs or dietary requirements:

Please use additional copies of this form to book more than two delegates.

## To register please complete this form

Phone: Linda on (0)20 7420 9626

Fax: +44 (0)20 7420 9600

Web: [www.flaevents.org.uk](http://www.flaevents.org.uk)

Email: [events@fla.org.uk](mailto:events@fla.org.uk)

Post: Linda Charles-Richards, FLA, Imperial House, 8 Kean Street, London WC2B 4AS

All FLA meetings and events, including social events, are subject to the application of competition law and therefore must be conducted in compliance with competition law. Any business information which is sensitive or strategically useful must not be discussed, including any reference to pricing, margins, discounts, trading terms, use of third party suppliers or market share. You are reminded that failure to comply with competition law may bring with it serious consequences for individuals and their companies. Such consequences include heavy fines and, in certain cases, the imposition of criminal penalties and sentences.

**Please tick  
the relevant box**

**AGM Only**  
Fee: FOC

**AGM & Spring Drinks Reception**  
Member's fee: £115.00 + VAT

**Spring Drinks Reception Only**  
Member's fee: £115.00 + VAT

**PAYMENT:** Upon registering you will be sent an invoice; payment is required before attending the event.

Please  
invoice

Purchase  
order no:

Payment by cheque

Visa

Mastercard

Credit Card no:

Amount £:

(Please include VAT)

Name (as on card)

Expiry date on card:

Credit Card's registered address (postcode & house/building number only):

Postcode:

Street/House/Building No:

Security code (last 3 digits on reverse of card):

Signature:

Today's date:

Cardholder name and address (including company name if applicable) if different from above:

Name:

Address:

Postcode:

**Cancellations** All cancellations must be made in writing. Any cancellations received more than 30 days prior to the commencement of the event will incur an administration charge of £70.00 plus VAT per delegate. No refund is given for cancellations made 30 days or less before the commencement of the event. Transferring from one event to another is treated as a cancellation. You can substitute one delegate for another. If you would like to do this, please let us know in writing before noon on the business day prior to the start of the event.

**Joining Instructions:** Please allow two weeks for this process. If you have not received any communications after this time, please contact +44 (0)20 7420 9626 immediately.

**Data Protection:** The Finance & Leasing Association will use the data you provide to process your registration. The Finance & Leasing Association will use the data you provide to process your registration. We would also like to keep you informed (by post, telephone, email or fax) of other FLA events, products and services. If you would like us to send you details of future events, please tick this box: