

DEFENCE ACQUISITION SYMPOSIUM 2008: 11 - 12 NOVEMBER

RATES

The following fees apply per delegate. The fee includes attendance at all sessions and all refreshments, luncheons and the conference reception. Speakers and session chairmen are not required to pay.

Standard Rate £779.00 (+VAT @ 17.5% = £136.33) **£915.33**

Corporate Members Rate £629.00 (+VAT @ 17.5% = £110.08) **£739.08**

Applicable to stated individual nominees of RUSI Corporate members

Government Rate £259.00 (+VAT @ 17.5% = £45.33) **£304.33**

Applicable to UK and overseas serving military officers and ministry of defence, other government department and agency employees

4 WAYS TO REGISTER

FAX: +44 (0) 20 7747 2625

POST: This completed registration form to:
Sabrina Downey
RUSI, Whitehall, London
SW1A 2ET, UK

ONLINE: www.rusi.org/events

EMAIL: This completed registration form to sabrinad@rusi.org

If you have any queries please do not hesitate to contact Sabrina Downey, Events Manager, on +44 (0)20 7747 2622

Please photocopy this form for multiple registrations, and/or pass to colleagues with interests in this area.

Please note: In order for RUSI to be able to email you a final programme and joining instructions the week before the event, please provide an email address where requested.

GROUP DISCOUNTS

RUSI recognises the value in groups (from the same organisation) attending events at the same time. Groups of 5 or more booking at the same time could receive a discount. Please contact the Events Manager for more information. Only one discount available per person.

VENUE & ACCOMMODATION

Venue: RUSI, Whitehall, London, SW1A 2ET, UK

Directions: for directions to RUSI, please visit www.rusi.org/contactus/location

Accommodation:

Overnight accommodation is not included in the registration fee. However, there are a number of quality hotels in the area. Please call the hotels direct. RUSI will be happy to advise on accommodation. Please contact: sabrinad@rusi.org; +44 (0) 20 7747 2622

CANCELLATIONS, SUBSTITUTIONS & CHANGES

Cancellations:

Cancellations must be submitted in writing. Cancellation of the registration 10 working days or more prior to the event date is subject to a £100 administrative fee. There will be no refund for cancellations received after this time. For a cancellation to be acknowledged, you must provide cancellation details in writing, and have received written confirmation in return.

Substitutions:

Substitutions may be made at any time. A charge of £15 will be made for this change. RUSI reserves the right to refuse admission.

Programme Changes/Information:

It may be necessary, for reasons beyond the control of the organisers, to change programme content, speakers and/or timings. RUSI is not liable for any changes. For updated information on the event, please visit the event website at www.rusi.org/events and/or provide your email address where requested.

Disclaimer:

Speakers alone are responsible for the content of their respective papers. It is the policy of the Institute to give the fullest freedom to contributors/speakers to express their opinions. Only by doing so can the Institute carry out the terms of its charter. The opinions expressed by RUSI staff and RUSI Fellows do not necessarily represent the views of the Institute.

DELEGATE DETAILS

Title: _____ First Name: _____ Last Name: _____

Position: _____ Company: _____

Address: _____

Postcode: _____

Tel: _____ Fax: _____

Email: _____

PAYMENT OPTIONS

Cheque: Negotiable in the UK. Made payable to RUSI Trading Ltd.

Transfer: RUSI Trading Ltd, Royal Bank of Scotland, 49 Charing Cross Road, London SW1A 2DX
Account No: 00611449 – Sort Code: 16 00 38

Credit/Debit Card: Visa MasterCard AMEX Maestro/Delta Amount: _____

Card Number: _____ Expiry Date: _____ / _____

Her Majesty's Government Procurement Card Department/Agency: _____

3 Digit Security Number: _____ Signature of Cardholder: _____

Registered cardholder's name and address if different to above: _____

I confirm that I have read and agree to the terms of registration as specified in this brochure

Signature _____ **Date** _____

Payment must be received in full on or before the date of the event, otherwise entry will be refused. All late registrations (10 working days or less) must be paid by credit card. As standard with all registrations, VAT invoices and receipts of payment will be issued along with Event joining instructions as confirmation of registration. Invoices must be paid within 28 days or by the day of the event, whichever is soonest. Please provide an email address where requested so that joining instructions can be sent to you.

RUSI VAT No. GB 752 2750 38

Have You: Ticked correct rate box?

Provided all payment details?

Ticked appropriate conference function boxes?

Provided email address for follow up material?

Ticked correct payment details box?

RUSI CORPORATE MEMBERSHIP

Corporate Members enjoy a range of benefits including generous discounts on conference delegate fees. If you would like more information on how your organisation might benefit from membership tick here or email membership@rusi.org