**GP Trainers Conference 2018
Delegate Booking Form**

Please ensure you fill in the booking form as thoroughly as possible to help with the booking process.

 **Delegate Information: (Please complete all fields)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Practice** | **Delegate Email** | **Practice Manager Email** |
|  |  |  |  |

**Delegate Attendance Information (Please tick where appropriate)**
 **Residential Delegate Rate** includes attendance to the conference on 8th & 9th November 2018, overnight accommodation, the evening meal and breakfast.
***Only*** select the evening meal if you are a **Day Delegate** and wish to attend the evening meal at an additional charge (see payment information)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Thursday 8th November** | **Friday 9th November** | **Residential Delegate** | **Day Delegate** | **Evening Meal** |
|  |  |  |  |  |

**Residential Sharing (if applicable)**

 **The additional room delegate will need to confirm this request before the room will be held.**

**A discount will be applicable to all delegates sharing a room- Discount TBC**

|  |  |
| --- | --- |
| **Sharing: Double Room** | **Sharing: Twin Room** |
|  |  |

|  |  |
| --- | --- |
| **Additional Room Delegate: Name** |  |
| **Additional Room Delegate: Email** |  |

**Cottages**If you wish to book one of the limited Headland Cottages at no extra charge, please indicate via the selection below along with the names of any delegates you wish to share with. The cottages consist of double and twin rooms so please specify if you wish to share a room, who with, and the type of room. A discount is available to all delegates sharing a room- discount amount TBC

**Due to their popularity we suggest you book early to avoid disappointment.**
**Additional delegates will need to confirm your request before a cottage can be held.**

|  |  |
| --- | --- |
| **2 Bed Cottage**  | **3 Bed Cottage** |
|  |  |

|  |  |
| --- | --- |
| **Additional Cottage Delegate 1: Name** |  |
| **Additional Cottage Delegate 1: Email** |  |
| **Additional Cottage Delegate 2: Name** |  |
| **Additional Cottage Delegate 2: Email** |  |

**Workshop Selections**

**Please prioritise your workshops from Option 1 (most interested) to Option 8 (least interested) using the workshop codes indicated on the workshop selection forms.**

**Workshop Choices – Thursday**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Option 1** | **Option 2** | **Option 3** | **Option 4** | **Option 5** | **Option 6** | **Option 7** | **Option 8** |
|  |  |  |  |  |  |  |  |

 **Workshop Choices – Friday**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Option 1** | **Option 2** | **Option 3** | **Option 4** | **Option 5** | **Option 6** | **Option 7** | **Option 8** |
|  |  |  |  |  |  |  |  |

**Evening Meal Choices (Please select one from each category)**

|  |  |  |  |
| --- | --- | --- | --- |
| **Starter** | **Ham hock terrine, pea puree, focaccia crisp** | **Smoked salmon, lemon, rye bread** | **Maple syrup roasted pumpkin and sage soup (vegan)** |
|  |  |  |
| **Main** | **Roast chicken breast, black olive crushed potatoes, cavolo nero and roasted pepper sauce** | **Salmon fillet, potato rosti, grilled courgettes, herb butter sauce** | **Baked round courgette tarka dal, onion bhaji, mango and curried baby gem (vegan)** |
|  |  |  |
| **Dessert** | **Classic lemon tart, Champagne sorbet** | **Chocolate delice, salted caramel ice cream** | **Cornish brie, chutney, biscuits, celery and grapes** |
|  |  |  |
| **Dietary Requirements** |
|  |

**Payment Information**

* **Residential Delegate Rate: £ 350.00**
* **Day Delegate Rate - Thursday: £ 90.00**
* **Day Delegate Rate - Friday: £ 90.00**
* **Day Delegate Rate - Evening Meal on Thursday: £ 30.00**

**Payment is required alongside your booking form in order to secure your place. Final date for submission of payment is Friday 5th October 2018**

**Please note:** Cheques can be made payable to **HEALTH EDUCATION ENGLAND. We do not accept payment by BACS.**

**Please send your booking form and payment to:** Richard Sloman, Health Education England, Plumer House, Tailyour Road, Crownhill, Plymouth, PL6 5DH

**We are unable to confirm your place until we have received both your booking form and payment**

All information can be found on the website along with downloadable copies of the booking form and workshop selections. See details below.

**FINAL DATE FOR CANCELLATION IS Friday 5th October 2018 AS PER THE HOTEL’S CANCELLATION POLICY
AFTER THIS DATE WE WILL BE UNABLE TO CANCEL YOUR BOOKING WITH THE HOTEL AND THEREFORE UNABLE TO REFUND YOUR PAYMENT.**

## **For all queries please contact:** Pen.GPEvents@hee.nhs.uk

Website: [**www.peninsuladeanery.nhs.uk**](http://www.peninsuladeanery.nhs.uk)