**What Works for the Frontline?**

Society of Evidence Based Policing &

University of Cambridge Institute of Criminology

Annual Conference

11-12 September 2024

Venue: Faculty of Law, University of Cambridge

Bookings are processed by the College of Policing

Please return this form **by 30 August 2024** to [events@college.police.uk](mailto:events@college.police.uk)

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| **Delegate information** | | | |
| **Rank/Role** |  | **Title** |  |
| **First name, surname** |  | | |
| **Force/organisation name** |  | | |
| **Work email address** |  | | |
| **Mobile number** |  | | |
| **Dietary requirements** |  | | |
| **Do you require any reasonable adjustments under the Equality Act 2010?** | **No  Yes**  **Please explain here:** | | |
| **Do you give permission for the conference organisers to capture images for use in digital media accessible to the general public?** | **Photographs Yes  No**  **Video/film Yes  No** | | |

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| **Delegate place** | |
| **I would like a place on:** | *Please tick to request:* |
| **Conference and formal dinner (11 September) at St John’s College, University of Cambridge package:**  **SEBP Member: £150**  **Non-member: £250** |  |
| **Conference only package:**  **SEBP Member: £100**  **Non-member: £200** |  |

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| **Payment details** | |
| **Please note bookings cannot be confirmed unless**  **full payment information is provided**  Please quote “EVT/SEBP Sept 24” for referencing purposes | |
| **Total fees payable** |  |
| Please invoice me  Purchase order number (required to create invoice)  Invoice email address |  |
| **Please provide an electronic copy of the purchase order to accompany this booking form** | |

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| **Cancellation policy** |
| Notice of cancellation must be made by email. If the delegate/force training coordinator advises the College of a cancellation or postponement more than 29 days before the start of the event, there will be no charge. If, however, a cancellation is made within 29 days of the start of the event, the following sliding scale of charges is applied:   |  |  | | --- | --- | | **Working days prior to the commencement date** | **Cancellation fee as a percentage of the full Charge** | | 29 to 21 | 25% | | 20 to 15 | 50% | | 14 to 7 | 75% | | Less than 7 | 100% |   In the event the delegate fails to attend or complete an event 100% of the Event charge will be payable.  These cancellation fees will either be deducted from any payment made in advance and the balance being refunded to the Customer or where payment has not already been made the College will issue an invoice in respect of the cancellation fees which the Customer shall pay within 30 calendar days.  In the event that the Course or Event is hosted at a non-College Location, the Customer shall be liable for all costs and cancellation charges incurred by the College in the event of cancellation by the Customer or its Delegates. For the avoidance of doubt, a non-College location is any site where the College is subject to cancellation terms of third-party providers of accommodation.  **Notice of cancellation must be made by email via to** [events@college.police.uk](mailto:events@college.police.uk) |

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| **Terms and conditions** |
| All services related to your event are provided under the College’s standard terms and conditions for courses & events, which can be found at:  These terms apply to the contract to the exclusion of any other terms that the customer seeks to impose or incorporate, or which are implied by trade, custom, practice or course of dealing.  Completion, signature and electronic submission of this form signifies your acceptance of the [terms-and-conditions.pdf](https://gbr01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fpaas-s3-broker-prod-lon-6453d964-1d1a-432a-9260-5e0ba7d2fc51.s3.eu-west-2.amazonaws.com%2Fs3fs-public%2F2021-02%2Fterms-and-conditions.pdf&data=05%7C01%7CHelen.Quigley%40college.police.uk%7C294de02312bf4c70aae608db879e8a5e%7C680d633d1744457e844060d694f69e7b%7C0%7C0%7C638252887287930117%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=EQ59Yws3MicQT62Rpq5kHzpnTjRPmV3jiwxSTIxioZk%3D&reserved=0)  **Note: by completing this booking form electronically, your signature to this document is implied and accepted.** |

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| **Privacy Notice** |
| The College of Policing will handle the information which you provide in compliance with Data Protection legislation. Your information will be processed for the purposes of registering you for this event and obtaining payment of delegate/accommodation fees where applicable.  The information will be processed under the lawful basis of being necessary for a contract.  In order for the College of Policing to fulfil its purpose your information may be shared with internal departments. Occasionally we may share your information with your force; this is mainly for the purpose of confirming your attendance and facilitating shared travel arrangements. Your information will not be shared outside of this process or with any other third party organisations.  We may also use your email contact details to keep you informed of related development-based activities or opportunities which may be of interest to you. If you do not wish to receive these updates then please contact events@college.pnn.police.uk and you can opt out at any time.  Your information will be held securely and only processed for the purposes stated above. We will hold your information for 2 years.After this period your information will be securely disposed of if you are no longer engaged with the College.  You have certain rights under Data Protection legislation. For more information please see our full [privacy notice](http://www.college.police.uk/Legal/fair-processing-notice/Pages/Fair-Processing-Notice.aspx), which can be found on the legal page of our website**:** <https://www.college.police.uk/Legal/fair-processing-notice/Pages/Privacy_Notice.aspx> |

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