

The LinC Summer School in Systemic Functional Linguistics
Tuesday 14th to Thursday 16th September 2010

Registration form

1. Contact Details

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

2. Registration

<u>Summer School cost</u> Registration fee for 3 days (or day specified) includes course materials and certificate of attendance. Please choose between the options and enter the relevant amount.	Total Cost Payable	Enter Amount
Registration for Tuesday 14th to Thursday 16th September 2010 (3 days)	£105	
Registration for individual days (please tick box(es)) Tuesday 14 th Sept <input type="checkbox"/> Wednesday 15 th Sept <input type="checkbox"/> Thursday 16 th Sept <input type="checkbox"/>	£60	£

3. Other Details

Special requirements (eg disability, dietary):

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

Please indicate whether you wish to attend the introductory or advanced course (please delete as required). I wish to attend the following course **Introductory/Advanced**

4. Payment Details

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 handling 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 (mm/yy):** _____

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. You must ensure that all bank charges are paid for before payment reaches us, in order to clear the outstanding amount.

BANK TRANSFER - Bank transfers must be for the total amount due in pounds sterling. You must ensure that all bank charges are paid for before payment reaches us, in order to clear the outstanding amount.

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 'LINCSFL 33000 BF3300A002' and your name.

The bank address is:

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

SEND COMPLETED REGISTRATION FORMS AND PAYMENT DETAILS TO:

Wendy Lewis, Executive Officer (Finance), LinC Summer School,
Cardiff University, ENCAP, Humanities Building, Colum Drive, Cardiff, CF10 3EU, Wales, UK

CANCELLATION PROCEDURES

- The Summer School will only run if the minimum number of participants required is reached. In the event that the minimum number is not reached a full refund will be made to all participants.
- Participants who wish to cancel their registration must send notification before 31st May 2010 and you will be refunded in full.
- **Payment for registration will not be refunded if notification is received after 31st May 2010, unless your place can be filled from the waiting list.**

Registration enquiries to Wendy Lewis: **email:** encap-events2010@cf.ac.uk
Telephone: +442920874504 or 029-2087-4504
Fax: +442920874502 or 029-2087-4502
Other enquiries to course team: **email:** Linc2010@cf.ac.uk