

**COMMITTEE OF DEPARTMENTS OF
ACCOUNTING AND FINANCE**



CDAF

Annual Conference, 17-18 May 2018

Double Tree Hilton, Kingston upon Hull

Delegate's Registration Form

To register for the CDAF's Annual Conference, please complete the form below (**using CAPITAL LETTERS**) and forward to the address given below no later than **04/05/18**.

Please note, if you would like to book accommodation at the hotel, this will need to be done by no later than **30/04/18** – see below for further info.

Please book your accommodation with the Hotel directly.

There are 30 standard bedrooms reserved until 30/04/18 for Conference attendees at a rate of £89.00 B&B. (please use the following link to access the booking system and ensure you select the correct date: [CDAF Annual Conference](#))

Delegate Information

Surname	<input type="text"/>	First name	<input type="text"/>
Title	<input type="text"/>		
Institution	<input type="text"/>		
Institutional address	<input type="text"/>		
Email address	<input type="text"/>		
Please specify any dietary requirements	<input type="text"/>		
Please specify any disabilities that require assistance	<input type="text"/>		

Fees

Registration only @ £120.00 (no accommodation)	<input type="text"/>
Registration and conference dinner on 17 th May @ £180.00 (no accommodation)	<input type="text"/>
Total	<input type="text"/>

Please see overleaf for payment details.

The conference commences with registration at 12.00 on Thursday 17 May and finishes at 14.00 on Friday 18 May. Please note: Anyone attending CDAF events, their organisation must be a member.

Registration and Further Information

You should return this form to Ruth Ginn, Lincoln International Business School, David Chiddick Building, University of Lincoln, Brayford Wharf East, LINCOLN LN5 7AT. In case of queries, please contact the above by phone (01522 837481), or by email (rginn@lincoln.ac.uk).

Payment

Please note that:

- there is no reduction in fees for partial attendance;
- payment can be made either by:

cheque, this should be made payable to **Committee of Departments of Accounting & Finance** sent for the attention of Ruth Ginn, Lincoln International Business School, David Chiddick Building, University of Lincoln, Brayford Wharf East, LINCOLN LN5 7AT (stating your name and university)

or by

BACS

Bank: Bank of Scotland

Credit the Account of: The Committee of Departments of Accounting & Finance

Sort code: 80-02-27

Account Number: 00105368

Tran/Code: 85

YOU MUST RAISE A PURCHASE ORDER WITH YOUR EMPLOYER TO ENSURE THAT A PAYMENT CAN BE RAISED. IF NO PURCHASE ORDER IS RAISED YOUR EMPLOYER WILL NOT PAY FOR THE CONFERENCE AND YOU WILL BE UNABLE TO ATTEND.

FOR ACCOUNTING PURPOSES

PLEASE ENSURE YOUR UNIVERSITY AND NAME IS IDENTIFIED IN THE AUTOMATIC TRANSFER