# VAT & Property Summer Update booking form 5th July 2022



## **Booking contact name**

# To register

To submit this form, please email a copy to info@orcalaw.co.uk For any enquiries please email Amy Lane at the same address.

**Booking contact email** 

**Price**Per place

£125 (£150 inc VAT)

Delegate names and contact details, if different from above

Additional details and discount codes (if any)

Invoice address please include your organisation's name.

Total price

£

# Payment method

Bank transfer

Card

Full payment details will be included in your confirmation invoice. Cheques should be in favour of **Orca Law Limited** 

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### Terms and conditions

#### Privac

Please note that, due to the nature of this digital event and the platform we will be broadcasting from, delegate names may be shared with the speakers and hosts of this event in advance and on the day.

#### Recording

This event may be recorded for availability after the initial broadcast, please take this into consideration if interacting or contributing to the event during the broadcast as your interaction may be retained within the recording.

#### Booking form completion

Completion of the VAT & Property Summer Update online event booking form will be regarded as a formal booking request for the conference and an invoice will be issued. We may request some additional details before finalising a booking, and will contact via email in such instances.

#### Additional requirements

If delegates have any additional requirements please let us know in the booking application form or contact us directly.

#### Our confirmation of your booking

All bookings will be acknowledged in writing within ten working days of receipt and final conference details will be emailed to delegates approximately one week before the event. Please contact info@orcalaw.co.uk immediately if:

- You have not received written acknowledgement within 14 days of sending the booking form by post or email
- You have not received final details of the conference three days before the event.

#### Cancellations

If after booking you wish to cancel, we operate a graduated refund policy depending how much notice of cancellation is given. Should you cancel more than 10 clear days before the date of the event is to take place, we will refund you the fee you have paid less an administration fee of  $\mathfrak L 30$ . Where you give less than 10 but more than 5 clear days notice, we will refund 50% of the fee you have paid in addition to an administration fee. No refunds will be given where less than 5 clear days notice is given or in the case of non-attendance on the day.