



## 36<sup>th</sup> Hazards Conference 5-7 Sept 2025 (Booking Checklist)

<b>1. In-person or Online</b> (indicate on the booking form)	Decide if you are attending online or, in person.
<b>2. Residential</b> (see fees above)	If attending in person, select if this is -residential or non residential
<b>3. Workshops</b> (In-person and online)	Select two Saturday workshops; one AM and one PM (also add your reserve choices)
<b>4. Fringe Meetings</b> (hybrid meetings)	Select one fringe meeting to attend on Saturday
<b>5. Invoice</b> (we'll send you an invoice when you've booked)	Arrange your delegate fee to be paid. If you book using the online form, we'll send you an invoice.
<b>6. Book Online or Offline</b> (see links above)	Complete online registration form OR <a href="#">complete the paper form</a> email to: <a href="mailto:c.bedale@btinternet.com">c.bedale@btinternet.com</a> or to the postal address below
<b>7. Making your payment</b> (BACS transfer or cheque)	A BACS payment with the delegates surname as a reference. Also add union branch name as reference if applicable.  Payment to: Hazards Conference account at: Unity Trust Bank: Account Name: Hazards Conference Sort Code: 60 83 01 Account Number: 20090430  cheque payable to 'Hazards Conference'
<b>Cancellations</b> (before and after <b>8th August 2025</b> )	If you have to cancel but find a replacement, just let us know. If you can't find someone to take your place cancel before 8/8/25 and we will refund your fee less 10% admin costs. Residential booking cancelled after 8/8/25 are non refundable due to the conference costs (facilities, resources, food and board). We can still send you any conference materials.  All postal correspondence and cheques to:  <b>Hazards Conference, Greater Manchester Hazards Centre Unit 2, The Wesley Centre, Royce Rd, Manchester M15 5BP</b>

**Notification:** We will acknowledge receipt of your application form within 10 working days of receiving it. If you don't hear from us within 2 weeks, please contact us to check that it has not got lost in the post.