

The Nottingham Systematic Review Course

Tuesday 18th June – Friday 21st June, 2019

Use this booking form if not using online booking system. All online bookings please visit:

[Nottingham Systematic Review Course](#)

PLEASE COMPLETE YOUR DETAILS IN BLOCK CAPITALS

Dr Mr Mrs Ms Other

First name:

Surname:

Job title:

Speciality:

Organisation:

Preferred mailing address:

Telephone No.

Email address:

Special dietary requirement:

Signature:

How did you find out about the course:

PAYMENT DETAILS

Purchase order number:

Invoice to:

Invoice address:

Postcode:

Authorisation signature:

Authoriser position:

Internal payment -The University of Nottingham journal transfer

Project code and cost centre

Signature

RESERVATION & CANCELLATION POLICY

Cancellations must be received in writing at least six weeks prior to the course date to be entitled to a refund, which will be subject to a 15% administration fee of the total cost of booking. We regret that cancellations received after this date cannot be refunded, and refunds cannot be made for failure to attend the event. However, a substitute delegate will be welcomed in your place at any time.

HOW TO BOOK

Please complete this reservation form in full and post to: Nottingham Systematic Review Course Application, Centre for Evidence Based Hand Surgery, C Floor, West Block, QMC, Nottingham, NG7 2UH or scan and email (preferred method) to Carrie.Chalmers@nottingham.ac.uk

Your reservation will be confirmed by email regardless of how you apply.

COURSE FEES

£800 Early Bird, if paid by Sun 31st March, 2019.

Later Bookings, fee is £895. UoN Students & Staff 25% discount, (limited spaces). Your course fee includes all learning materials, refreshments and lunch everyday plus farewell evening meal on Thursday 20th June 2019.

PAYMENT METHODS

We prefer to receive payment via online booking system. If you wish to pay by invoice, details of your Trust's or organisation's official purchase order or requisition must be given. Reservation will not be accepted unless accompanied by payment. If your study leave has not been authorised by your Trust or organisation, you will be held personally responsible for full payment of the course fee or any cancellation fees.

THE VENUE

The course will be held at The University of Nottingham, University Park Campus. The University is located at the heart of England. The University Campus has good public transport networks plus pay and display visitor car parking on site.

OVERNIGHT ACCOMMODATION

Overnight accommodation is **not** provided. Should you wish to stay at the University hotel which is managed by De Vere Venues please call 0844 346 1216 or email emcc@deverevenues.co.uk to check availability and rates. Alternatively please feel free to request a list of local hotels in the area.

CONFIRMATION OF RESERVATIONS

All reservations will be confirmed by e-mail. Full details, including programme content and venue information will be forwarded week commencing 27th May 2019. The course runs from 9am—5pm each day.