



BAOT/UNISON National Occupational Therapy Stewards' Training Seminar, 2 & 3 November 2011, Birmingham

APPLICATION FORM

DEADLINE FOR APPLICATIONS IS THURSDAY 1 SEPTEMBER 2011
LATE APPLICATIONS MAY NOT BE ACCEPTED AFTER THIS DATE DUE TO THE
CANCELLATION POLICY OF THE SEMINAR VENUE.

I wish to nominate the following OT steward to attend the seminar:

NAME OF OT STEWARD	
BRANCH	
BRANCH SECRETARY NAME	
SIGNATURE OF BRANCH SECRETARY OR OFFICIAL	
UNISON REGION	

Details for the OT Steward attending:

Postal address for OT Steward attending this event:	
Daytime Telephone No:	
Mobile Number:	
Details of a contact in the event of an emergency. Name: Telephone number:	

I work in: Health Social Services Community & Voluntary Other

Have you completed the foundation course for new stewards? Yes No

Have you attended the national OT training seminar before? Yes No

Have you got a copy of the OT Stewards' Induction Pack? Yes No *

*if you don't have a copy, please download one from www.unison.org.uk/healthcare/baot

DIETARY REQUIREMENTS

Vegetarian Vegan Other (please specify) _____

CHILD CARE

If you require child care at the seminar, please specify dates: 2 Nov 2 Nov
We will contact you directly to discuss your requirements.

ACCESS REQUIREMENTS

Please indicate if any of the following facilities are required:

- Braille Lip Speaker Speech to text
 Wheelchair access/space Large Print Space for facilitator
 Other (please specify) _____

REGISTRATION FEE (please (✓) relevant box and enter payment amount)	Fee	Payment
FULL (includes seminar, plus all meals and overnight accommodation on 2 Nov)	<input type="checkbox"/> £160	
DAY DELEGATE (seminar and lunches only. No accommodation)	<input type="checkbox"/> £60	
If you require accommodation for additional nights at the conference venue please indicate below. Extra accommodation must be agreed and paid for by the Branch.		
Tuesday 1 November 2011	<input type="checkbox"/> £90	
Thursday 3 November 2011	<input type="checkbox"/> £90	
	Total Due:	

- I have enclosed a cheque from my Branch to ensure my place at the seminar**
Please make sure a cheque is enclosed, payable to UNISON. Your place at the seminar will not be guaranteed until payment is received.

Accommodation for partners (optional)

Partners (sharing room accommodation) are required to pay £15 per night, including breakfast - and an additional £30 if they would like to attend the conference dinner. Delegates should send a personal cheque to cover these additional costs.

- I have enclosed a personal cheque to cover expenses for my partner

Cancellation Policy

We will try to identify someone to fill a cancelled place but if this is not possible there will be no refund for any places cancelled after 7 September 2011 due to the venue's cancellation terms and conditions. You can send a substitute delegate at any time. All substitutions and cancellations must be notified using the contact details below.

Please return this form with payment **NO LATER THAN THURS 1 SEPTEMBER 2011**

Cheques should be made out to UNISON and sent together with the application form to:
OT Seminar, c/o Angela Thomson, UNISON, 1 Mabledon Place, London, WC1H 9AJ.
Tel: 020 75511418, Fax: 0207 5511354, Email: a.thomson@unison.co.uk
Confirmation of registration will be sent to all delegates.

For further assistance, please contact seminar administrator Angela Thomson at the details above. Thank you.