



ANNUAL CONFERENCE 2022

The Liner Hotel, Liverpool

**Tuesday 6th and
Wednesday 7th September 2022**



Hosted by



UNIVERSITY OF
LIVERPOOL



AURPO

Association of University Radiation Protection Officers

E-mail your completed form to charlene@aurpo.org.uk

	Item	Cost	Self	Guest	Sub Total
Registration Fee (Includes Lunch & Refreshments)	Members of AURPO	£215			
	Non-Members	£250			
	Retired Members	£0			
	Single Day	£185			
	Late Registration (after 31st July) ^	£50			
Accommodation * (Double or Twin Bed and Breakfast)	Monday 5th Sept	£70			
	Tuesday 6th Sept	£70			
	Wednesday 7th Sept	£70			
Evening Events	Tuesday 6th Sept Network Evening	£40			
	Wednesday 7th Sept Conference Dinner	£40			
Subscriptions **	Member Subscription	£35			
	Retired Member Subscription	£10			

*Either double or twin rooms are available for single occupancy. If you would prefer either room type please indicate on the next page. We will accommodate preferences where possible but this cannot be guaranteed. ^ The closing date is 31st July 2022. Forms received after this date will automatically incur a late registration fee of £50.

** If you are applying to renew your membership:

TOTAL

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As a member of AURPO I agree to adhere to the [AURPO Code of Professional and Ethical Conduct](#)



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Delegate Name:

Guest Name:

If applicable

Institution:

Address for Correspondence:

Telephone:

E-mail Address:

Please let us know if you have a preference for either a double or twin room.

Preferred option is not guaranteed

Please let us know about any dietary requirements for yourself or your guest (specify), including any food allergies we need to be aware of.

I agree to AURPO collecting and using this information as described in the Privacy Notice

Please let us know of any mobility or accessibility requirements that you or your guest may have (specify) e.g. large print, use of induction loop, wheel chair access etc.

I agree to AURPO collecting and using this information as described in the Privacy Notice

**We accept payment by direct bank transfer (BACS) or Cheque.
Please indicate your method of payment.**

BACS	
Purchase Order Number (please specify whenever possible)	
Cheque Enclosed	
Cheque to Follow	
Do you require an Invoice?	
Do you require a receipt when payment is received?	



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PAYMENTS

Cheques:

Please send cheques to **Conference Organiser** at the **Registration** address below. Make them payable to **AURPO**.

BACS:

IMPORTANT! Please **e-mail Conference Organiser** to let them know that payment has been made and what the **Reference Number** is, so your payment can be matched to your booking: conference@aurpo.org.uk

Account: Association of University Radiation Protection Officers
Bank: National Westminster Bank plc
Address: Leeds Office, 8 Park Row, Leeds, LS1 1QS
Sort Code: 60-60-05
Account Number: 98900846

CONTACTS

Conference Organisers:

Pete Cole, Louise Nicholson, John Ryan, Paul Davies & Helen Cauldbeck (University of Liverpool)

Registration: DS009, Dartington Hall, Dartington TQ9 6EN
conference@aurpo.org.uk

Hon. Treasurer: Julie Turner
treasurer@aurpo.org.uk

*If you are disposing of a hard copy of this form please shred it.
Thank You.*

CANCELLATION POLICY

If you cancel by 6 July 2022 there will be no fee payable for your conference place. If you cancel between 7 July and 27 July 2022, a £50 admin fee will be payable for your conference place. If you cancel after 28 July 2022, the full conference fee will be payable – there will be no refunds after this date. Delegate names within a company can be changed at any time (however if the new delegate is not a member and a member rate has been paid then the difference will be due).

Your registration fee to AURPO events and conferences includes conference material, refreshments during breaks and lunch. If you do have a dietary requirement please make sure that you have let the Events Manager know before the event otherwise we cannot guarantee that catering can be provided for you on the day.

PRIVACY NOTICE

The Association recognises the importance and value of your Personal Data and is committed to ensuring that it is processed in-line with Data Protection Legislation and The Association's Constitution. Our Privacy Notice lets you know what happens to your Personal Data when you give it to AURPO and how we process it in a lawful, fair and transparent manner. Please visit <https://aurpo.org.uk/privacy-notice/> to read it.