# RNIB Bookshare Training Day Booking Form

## Training Day Details

RNIB Bookshare and Accessible Images

Date: Tuesday 13 June 2017

Location: Loughborough

Price: £20

Please complete all fields by entering your information after the colon.

## Booking Details

Number of places to be booked:

Mr/Mrs/Miss/Ms/Dr:

Full name:

Email Address:

Contact phone no:

Organisation:

Do you have an RNIB Bookshare Account (Yes / No):

Name of account:

## Payer Details

Name of payer:

e.g. the person in your finance department

Email Address of payer / finance department:

Contact phone number of payer:

**Please continue to next page**

## Payment Type

Please indicate how you or your organisation will be making payment by typing **Yes** next to your preferred option below.

Please note we are unable to take payments online at this time. We can arrange for our accounts team to contact you to request payment over the phone. Once payment has been made, we will confirm your booking by email.

Card (via our Helpline):

Purchase Order:

Please enter any additional payment handling Information below:

## Attendees

If possible, please list below the names and email addresses of any attendees who will be attending this training day:

**Please continue to next page**

## Specific requirements

If you have a disability, please indicate any specific needs or requirements you have here:

## Booking Form Submission

Once completed, please attach this booking form to a new email and send to: [**Bookshare@rnib.org.uk**](mailto:Bookshare@rnib.org.uk)

Your place on the course will be confirmed by email once payment has been made.

If you have a query, please call us on 0300 303 8313

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RNIB Bookshare Team

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