For office use only

Form received	Delegate No.	Invoice date
Amount received	Cheque No.	Date fee received

Booking Form - GEM Study Trip to Budapest, Hungary

The trip will take place from 13-17 May with participants encouraged to arrive on the 13th (hotel provided) for full days on 14 and 15 May. Saturday will be filled with fairs and sightseeing (hotel provided) and then participants are encouraged to depart on Sunday 17 May.

A. Participant Details:

Date of Arrival in Budapest: _____ Flight #: _____
Date of Departure from Budapest: _____ Flight #:_____

Full name:	
Job Title:	
Organisation:	
Address 1:	
Address 2:	
Mobile:	
Access needs:	
Dietary requirements	
Travel Insurance?	

Please note that GEM will not be providing travel insurance for this trip and that any additional insurance is the responsibility of the participant.

Are you a GEM member? Membership #: _____

B. Payment Details – Full payment must be made by the trip deadline, 6 April.

The package price is inclusive of all meals and lodgings (13-17 May 2020) as well as all museum entry, activities and tours. The only expense you will have to book is your flight.

GEM members – £500 / Non-members – £575

☐ I enclose a cheque (in Pounds Sterling made payable to GEM for £_____

☐ I am sending a payment of £_____ directly into GEM's CAF Bank account:

The Group for Education in Museums is a registered charity non. 1090995 and a company limited by guarantee no. 4149246. Registered office: The Joiners Shop, Chatham ME4 4TZ

Sort code: 405240; Account number: 00018119. (If overseas, please contact the GEM office.)

☐ Please invoice me (or authorised payer) for £_____. An official purchase order must be attached. No: _____

☐ I would like to make the payment of £_____ by card.
Please note you can also provide your card payment details over the phone.

Card no: _____ Expiry date (MM/YY): _____
Name: _____ CVV (3 digits on back): _____
Signed: _____ Today's date: _____

Refunds for cancellations, which cannot be accepted after 6 April 2020, are subject to a £15 admin charge.

C. Permissions

GEM stores personal details securely and will never share your information with a third party.

☐ I give consent for GEM to share my email address with fellow study trip participants to create a peer support network.

I agree to attend the GEM Study Trip to Budapest, Hungary in May 2020 and take part in all appropriate museum activities and talks. I understand that, in order for the study trip to be fully delivered, my contact details will be shared with the study trip leader.

Signature:		Date:	

All trip participants should complete a booking form and return it (with payment if possible) to:

GEM Office, The Joiners Shop, Chatham ME4 4TZ
Tel/fax: +44 (0) 01634 816280
Email: office@gem.org.uk

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