

For office use only



Date Rec'd	Delegate No.	Invoice Date
Amount Received	Cheque No	Date Fee Received

Booking Form: Black History and Anti-Racism in Museums
 GEM Training Course
 July 6, 13, and 27 2021

The latest date for receipt of bookings and payments is 1 week before the first virtual lecture.

All delegates should complete a booking form and return it (with payment if possible) to: **GEM, Joiners Shop, Historic Dockyard, Chatham, Kent, ME4 4TZ.**

Tel: +44 (0) 1634 816280 Email: office@gem.org.uk

A. DELEGATE DETAILS

Forename:	Surname:	
Job title:		
Organisation:		
Address1:		
Address2:		
Town:	Postcode:	Country:
*Mobile:	Email:	

**Mobile phone numbers will be shared with GEM Course Directors for emergencies.*

All correspondence will be sent by email, so please ensure you have provided your email address clearly above.

Are you happy to share your mobile number and email with course participants for networking? Yes No

Type of delegate: (a) GEM Member

Membership number:

This information is essential for claiming the member's discount. GEM Institutional membership covers the attendance of up to four members of staff.

(c) Non-member

Access requirements	
What social media platforms do you use? Ex. Twitter, Facebook, LinkedIn, Instagram	

B. PAYMENT DETAILS – Full payment must be made one week prior to the first lecture. The course fee is £90 for GEM members and £120 for non-members.

- 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:
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 provide this by phone.)
Card no: _____ Expiry date (MM/YY): _____
Name: _____ SIC: _____
Signed: _____ Date: _____

Refunds for cancellations, which cannot be accepted 1 week prior to the workshop date, are subject to a £15 admin charge.

C. PARTICIPANT AGREEMENT

I agree to complete the 3-week online course and complete all supporting pre and post course activities and adhere to all other requirements of this course.

Signature:	Date:
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