**A blue background with white circles and a letter

Description automatically generatedNALA Conference 2024**  **Application**

**Date: Saturday, June 29th, 2024**

**Venue: University of Nottingham, Faculty of Humanities**

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| **Delegate Information** |
| Name: |
| Job title (if appropriate): |
| LA/Company/Organisation: |
| Address: |
|  |
| Email: |

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| **Special requirements** |
| Diet: |
| Access: |

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| **Booking options** |
| **NALA members** (early bird: book by Friday, April 12) £85 |
| (After April 13)                 £95 |

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| **Non-members** (early bird:book by Friday, April 12) £95 |
| (After April 13)               £105 |

* The closing date for applications is **June 14, 2024.**
* Prior to this date, cancellations will be accepted and refunds made (less a £20 admin charge), provided that these details are confirmed in writing to the Treasurer.
* After this date, no refunds will be paid for cancellations, unless a replacement delegate is found by the person cancelling.
* Conference places are not guaranteed until payment is received.
* The conference application will be acknowledged by the Treasurer. However, this can only be sent after March 27th, due to absence.

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| **Who is paying your conference fee?** (Please tick) |
| I am paying my own conference fee. |
| My conference fee is being paid by someone else. |
| **If your conference fee is being paid by someone else, please provide full details.** |
| Name of organisation: |
| Contact: |
| Address: |
| Email: |
| Phone number: |
| Purchase order no: |

**How to pay**

Please use the following reference for all conference payments and correspondence

**NALAConf/2024/YOURNAME**

**By cheque** Please make cheque payable to National Association of Language Advisers

**BY BACS transfer** A/C Name**:** National Association of Language Advisers

Bank: NATWEST

Sort code: 01-01-42

A/C number: 36920509

Where to send your application:

**By post** Alison Taylor (NALA Treasurer)

                     15 Glenside Close

                      Bristol

       BS16 2QY

**By email** [alison.l.taylor@blueyonder.co.uk](mailto:alison.l.taylor@blueyonder.co.uk)

***Please note, your application may not be acknowledged until after March 28th.***

***If you require an earlier acknowledgement, please submit your application via Bev Whiteside (***[***bevwhiteside@outlook.com***](mailto:bevwhiteside@outlook.com)***) instead.***