

# Course Booking Form



This is an interactive form. Please complete by typing into the fields and send electronically via the submit button.

Email: [aea@sunderland.gov.uk](mailto:aea@sunderland.gov.uk)

Which Local Authority or Organisation do the people detailed below work at?

Local Authority / Organisation	
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Address	
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Please list the people who are to attend the course. We confirm all bookings via email, so make sure an email address is supplied for each person. If you do not receive an email acknowledgement from us within a week please contact us [here](#).

1	Full Name & Surname		Venue & Date	
	Email Address		Telephone	
	Special Needs or Dietary Requirements			
	<input type="checkbox"/> I AGREE to the Association of Electoral Administrators collecting and holding my personal data in accordance with the terms of their Privacy Policy			

2	Full Name & Surname		Venue & Date	
	Email Address		Telephone	
	Special Needs or Dietary Requirements			
	<input type="checkbox"/> I AGREE to the Association of Electoral Administrators collecting and holding my personal data in accordance with the terms of their Privacy Policy			

3	Full Name & Surname		Venue & Date	
	Email Address		Telephone	
	Special Needs or Dietary Requirements			
	<input type="checkbox"/> I AGREE to the Association of Electoral Administrators collecting and holding my personal data in accordance with the terms of their Privacy Policy			

4	Full Name & Surname		Venue & Date	
	Email Address		Telephone	
	Special Needs or Dietary Requirements			
	<input type="checkbox"/> I AGREE to the Association of Electoral Administrators collecting and holding my personal data in accordance with the terms of their Privacy Policy			

Second and Subsequent delegate fees only apply to members.

Standard Course Fee	Fee per Delegate	Member Support Fund Discount - £75.00 Fee per delegate after discount	Total (Includes 20% VAT)
<input type="checkbox"/> AEA Member	£ <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>
<input type="checkbox"/> Non Member(s)	£ <input type="text"/>	N/A	£ <input type="text"/>
Non members wishing to join the Association may download a membership application at <a href="http://www.aea-elections.co.uk">www.aea-elections.co.uk</a>			
Second Delegate	Fee per Delegate	Member Support Fund Discount - £38.00 Fee per delegate after discount	Total (Includes 20% VAT)
<input type="checkbox"/> AEA Member	£ <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>
Subsequent Delegate(s)	Fee per Delegate	Member Support Fund Discount - £88.00 Fee per delegate after discount	Total (Includes 20% VAT)
<input type="checkbox"/> AEA Member	£ <input type="text"/>	£ <input type="text"/>	£ <input type="text"/>

Terms and Conditions and the AEA Cancellation Policy for this booking can be found here on the [AEA Website](#).

**TOTAL AMOUNT DUE** £

The AEA Privacy Policy can be viewed [here](#).

The Association **does not** accept payment by cheque. An invoice will be issued for the cost of your booking. Please include an order number below, if applicable.

Invoices To	
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Order Number	
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