



Course booking form

Course title:

This is an interactive form. Please complete by typing into the fields and send electronically via the submit button. **Email:** aea@sunderland.gov.uk

Local Authority / Organisation	
Address	

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 acknowledgment from us within a week please contact us aea@sunderland.gov.uk**

1. Full name			
Email address			
	Course 1	Course 2	
First preference			
Second preference			
2. Full name			
Email address			
	Course 1	Course 2	
First preference			
Second preference			
3. Full name			
Email address			
	Course 1	Course 2	
First preference			
Second preference			

No of attendees	Member / Non member	Course fee	Total includes (20% vat)
	AEA Member		
	Subsequent Member		
	Non Member		
Total amount due			

Terms and Conditions and the AEA Cancellation Policy can be found on the [AEA Website](#).
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:	
Email for invoices:	
Order number:	

SUBMIT

By clicking here you can submit your form by email if using Acrobat. If not please email form as an attachment to aea@sunderland.gov.uk

By submitting this form you **AGREE** to the Association of Electoral Administrators collecting and holding your personal data in accordance with the terms of their [Privacy Statement](#).