BSEcho 2023 invoice registration form

# How much will registration cost?

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| **Type** | **Full conference** | | | **Per day** | | **Closes** |
|  | *In person* | *Virtual* | *Mixed* | *In person* | *Virtual* |  |
| Member - early bird | £300 | £250 | £295 | £165 | £130 | Monday 31 July 2023 |
| Non-member - early bird | £350 | £300 | £355 | £190 | £165 |
| Member - standard | £350 | £300 | £355 | £190 | £165 | Monday 9 October 2023 |
| Non-member - standard | £400 | £350 | £405 | £215 | £190 |
| Member - late | £400 | £350 | £405 | £215 | £190 | Saturday 15 October 2023 |
| Non-member - late | £450 | £500 | £455 | £240 | £215 |

# How can I pay for my registration by invoice?

Invoice registration is available for those whose organisations wish to pay for them. Please follow the invoice booking process detailed below. The invoice registration deadline is Monday 11 September 2023. **We are not able to provide invoice registration after this date.** There is a one week grace period on registration rates for purchase orders. For example, a purchase order at early bird rates must be received by Monday 7 August 2023, one week after the early bird registration closes. Any purchase orders with incorrect rates will be returned and your registration will not be completed.

Please complete the form below and return it along with a **PDF copy of the purchase order** generated by your organisation. We are unable to process registrations without a copy of the purchase order that matches the information given below.

# What about bonus face to face events?

Some bonus face to face events require a £10 refundable booking deposit to secure a place. The list of events which require this can be found in our [registration FAQs](https://www.bsecho.org/BSEcho2023/FAQs.aspx). If the organisation will pay this deposit, this needs to be included on the purchase order.

Alternatively, after invoice registration has been completed, delegates can add bonus events to their personal itinerary and check out using a personal payment method.

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| Membership ID | First name | Last name | Job title | Organisation | Registration type | Additional sessions | Purchase order | Dietary or access requirements | Permission to share information with sponsors |
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