Royal Veterinary College
University of London

www.rvc.ac.uk/cpd

Registration Form for E-cpd Courses and Online Lectures

You may fill in this form electronically (use the tab key to move to the next insertion point)
- then print and post or fax to:
CPD Unit, The Royal Veterinary College,
Hawkshead Lane, North Mymms, Hatfield, Hertfordshire, AL9 7TA,
Fax: +44 (0)1707 666877

For further information Phone: +44 (0)1707 666865 Email: cpd@rvc.ac.uk Web: www.rvc.ac.uk/cpd

COURSE NAME **COURSE DATE**

DELEGATE INFORMATION

Title: **Forename(s):** **Surname:**

Qualifications: **BVA member no.:**

Address for correspondence:

Postcode: **Country:**

Telephone: **Mobile:**

Fax: **Email:**

A current email address is an essential requirement for the course

How did you hear about the course?: BVA ☐ In Practice ☐ Veterinary Times ☐ RVC CPD Brochure ☐
Flyer/Poster ☐ RVC Website ☐ RVC Email ☐ Word of mouth ☐ IVIS ☐ Other.....

PAYMENT METHOD

Amount Paid £

☐ **By Cheque (personal if UK bank account or bankers draft)** *Cheques must be in UK pounds payable to The Royal Veterinary College*

☐ **By Credit Card**

Visa ☐ Access ☐ Mastercard ☐ Maestro/Switch ☐

(Please note that we are unable to accept American Express)

Card no: **Issue no: (Switch only):** **Valid from:** **Expires:**

Security Number *(last 3 digits on signature strip):*

Billing Address for Credit Card: *(if different from above):*

Name on Credit Card: **Signed:**

Please make cheques payable to "The Royal Veterinary College" and return to the CPD Unit, The Royal Veterinary College, Hawkshead Lane, North Mymms, Hatfield, Herts, AL9 7TA.
A VAT receipt will be sent as soon as we have processed your payment. Delegates will be registered on a first-come, first-served basis. Cancellations made up to 30 days prior to the course may incur a 15 percent administration fee. Refunds for cancellations made within 30 days of the course will be at the discretion of the Royal Veterinary College. Reserved places are transferable at no extra cost. Course fees will be refunded in full for course cancellations made by the Royal Veterinary College. No liability will be accepted for travel, accommodation, or any other expenses incurred by participants. All information is correct at time of going to print. The Royal Veterinary College reserves the right to alter the programme, date and speakers of any course without prior notification.

For office use only:

Administrator: **Date of receipt:** **Register: Yes / No** **Recorded: Yes / No**