**House of Objects**

**APPLICATION FORM**

**A day course to learn how to develop your own creative recycling centre.**

**Venue:** House of Objects Creative Recycling Centre,

North Tyneside.

**Date:** Friday 20th January 2012

**Cost**: £150

**Time:** 10-4pm

**Step 1: Fill in application form.**

**Step 2: Email copy of application to** Margaret@sightlines-initiative.com

**Step 3: Print, sign, date and post form to Margaret Harding. (Please note we require a signed copy of the form before we can process your application)**

Please type in all required fields marked by an \*, and save a copy on your computer.

### Personal Information

Title\*

Forename\*

Surname\*

Job Title\*

Email\*

Confirm Email\*

Telephone\*

Fax

### Invoice Details

**Why do you want to attend the course?** (please give as much detail as possible as we want to tailor the course to meet the exact needs of the participants)

How did you hear about this conference?

**Special requirements** (Dietary/access/other)

Please give details

**Procedures and Terms**

* Your application will be processed when we receive your signed form.
* Closing date for signed application forms is 10th January 2012. Late applicants should contact Sightlines Initiative directly to enquire of places.
* Cancellations made 8 weeks before the event will be subject to 15% of the fee.
* Cancellations made 5 weeks before the event will be subject to 60% of the fee.
* Cancellations made 2 weeks before the event will be subject to 100% of the fee.
* All conference fees are payable three weeks from invoice date and by 10th January 2012 at the latest. Late payments received without prior agreement after this date will incur a 5% administration charge.
* SIGNATURE AND DATE

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Please send a signed copy (electronic or post) to:



Margaret Harding

Sightlines Initiative

20 Great North Road

Newcastle upon Tyne

NE2 4PS

Please also email a copy of this form to margaret@sightlines-initiative.com