

# Wales Charity Law Conference 2008

## Booking form



Please reserve one place at WCVA's Wales Charity Law Conference 2008

Name \_\_\_\_\_  
Title \_\_\_\_\_  
Organisation \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Postcode \_\_\_\_\_  
Tel \_\_\_\_\_  
Fax \_\_\_\_\_  
Email \_\_\_\_\_  
Other requirements \_\_\_\_\_  
(eg access, diet, communication etc) \_\_\_\_\_  
\_\_\_\_\_

### Translation

Please state whether you wish to contribute in:

English or  Welsh

I would like my conference pack in the medium of:

English  Welsh

### Breakout sessions

Places are limited, as far as possible participants will get their 1st choice of workshop.

Please see programme for session options and indicate your 1st and 2nd choice by choosing the appropriate number.

Morning sessions 1-3

1st choice  2nd choice

Afternoon sessions 1-3

1st choice  2nd choice

### Conference fees

The fee includes conference pack, lunches, refreshments and all sessions booked. VAT will be added to all fees. Please don't send a cheque now, you will be invoiced on receipt of your booking form.

Status	Delegate rate	(Optional) To place an insert in the delegate pack
WCVA members	£80 + VAT <input type="checkbox"/>	£25 + VAT <input type="checkbox"/>
Voluntary organisations	£100 + VAT <input type="checkbox"/>	£25 + VAT <input type="checkbox"/>
Others	£125 + VAT <input type="checkbox"/>	£40 + VAT <input type="checkbox"/>

### How did you hear about the conference?

Network Wales or other mailing  WCVA website

Direct mail  Word of mouth

Other  please specify \_\_\_\_\_

### Cancellation policy

- Cancellations can only be accepted **in writing**.
- Should WCVA cancel an event a full refund will be made.
- Should delegates cancel the following charges apply:
  - 22 days or more prior to the event - no fee
  - 15-21 days prior to the event - 50 per cent of fee
  - 14 days or less (or failure to attend) - 100 per cent of fee

### Return to:

Mel Knights  
Media, Marketing and Events Organiser  
WCVA  
Baltic House  
Mount Stuart Square  
Cardiff CF10 5FH

Tel 029 20431724

Fax 029 20431701

Email [eventsadmin@wcva.org.uk](mailto:eventsadmin@wcva.org.uk)

**Early booking recommended, please return this booking form by 30 April.**



**Data Protection Act 1998.** The above details are held and processed by WCVA on computer. The forms are kept manually. The information is used by WCVA for the administration of the conference and for the monitoring and promotion of the voluntary sector in Wales. Details of participants may be given to session/workshop leaders; participants lists are available.

The data may be considered as sensitive personal data where the organisation is involved with matters relating to race, ethnic origins, politics, religions or similar beliefs, physical, mental health or sexual life.



## Ffurflen archebu

Cedwch le i un yng Nghynhadledd Cyfraith Elusennau Cymru WCVA 2008, os gwelwch yn dda

Enw \_\_\_\_\_

Teitl \_\_\_\_\_

Mudiad \_\_\_\_\_

Cyfeiriad \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Cod post \_\_\_\_\_

Ffôn \_\_\_\_\_

Ffacs \_\_\_\_\_

E-bost \_\_\_\_\_

Gofynion eraill \_\_\_\_\_

(ee mynediad, bwyd, cyfathrebu ayb) \_\_\_\_\_

### Cyfieithu

Nodwch a garech chi gyfrannu at y digwyddiad hwn yn:

Cymraeg neu  Saesneg

Hoffwn dderbyn pecyn cynadleddwyr yn yr iaith:

Saesneg  Cymraeg

### Sesiynau trafod

Mae nifer cyfyngedig o lefydd; bydd cyfranogwyr yn cael eu dewis cyntaf o weithdy, cyn belled ag y bo modd sicrhau hynny.

Nodir y sesiynau yn y rhaglen, a nodwch eich dewis cyntaf a'r ail, trwy ddewis y rhif priodol.

Sesiynau'r bore 1-3

Dewis 1af  2il ddewis

Sesiynau'r prynhawn 1-3

Dewis 1af  2il ddewis

### Ffioedd y gynhadledd

Mae'r ffi yn cynnwys pecyn cynhadledd, cinio, lluniaeth a phob sesiwn a archebwyd. Ychwanegir TAW i bob ffi. Peidiwch â danfon sic eito, mi fyddwn yn danfon anfoneb ar ôl derbyn eich ffurflen archebu.

#### Statws

Aelodau WCVA

Cyfradd  
cynadleddwyr

£80 + TAW

(Dewisol)  
I gynnwys  
taflen yn y pecyn  
cynrychiolwyr

£25 + TAW

Mudiadau gwirfoddol

£100 + TAW

£25 + TAW

Arall

£125 + TAW

£40 + TAW

### Sut glywsoch am y gynhadledd?

Rhwydwaith Cymru neu gylchlythyr arall  Gwefan WCVA

Ebost uniongyrchol  Ar lafar gwlad

Arall  enwch plis \_\_\_\_\_

### Polisi canslo

- Dim ond trwy ysgrifennu atom y gallwch ganslo.
- Petai WCVA yn canslo digwyddiad, byddwch yn derbyn ad-daliad llawn.
- Petai cynrychiolwyr yn canslo, codir y prisiau canlynol:
  - 22 diwrnod neu fwy cyn y digwyddiad - dim tâl
  - 15-21 diwrnod cyn y digwyddiad - 50% o gost
  - 14 diwrnod neu lai (neu fethu â mynychu) - 100% o ffi'r

### Dychweler at:

Mel Knights  
Trefnydd y Cyfryngau, Marchnata a Digwyddiadau  
WCVA  
Tŷ Baltig  
Sgwâr Mount Stuart  
Caerdydd CF10 5FH

Ffôn 029 2043 1724

Ffacs 029 2043 1701

E-bost [eventsadmin@wcva.org.uk](mailto:eventsadmin@wcva.org.uk)

**Argymhellir archebu'n gynnar, dychwelwch y ffurflen archebu erbyn 30 Ebrill.**



**Deddf Diogelu Data 1998.** Cedwir a phrosesir y manylion uchod ar gyfrifiadur gan WCVA. Cedwir copiâu papur o'r ffurflenni. Defnyddir y wybodaeth gan WCVA i weinyddu'r gynhadledd ac ar gyfer monitro a hyrwyddo'r sector gwirfoddol yng Nghymru. Efallai y rhoddir manylion cyfranogwyr i arweinyddion sesiwn/gweithdai; mae rhestr o gyfranogwyr ar gael.

Efallai yr ystyrir y data'n ddata personol sensitif os yw'r mudiad yn ymwneud â materion megis hil, tarddiad ethnig, gwleidyddiaeth, crefydd neu greddau tebyg, iechyd corfforol, meddyliol neu fywyd