



## Council Member Registration Form (page 1 of 2)

Girls' Brigade, Cliff College, Calver, Hope Valley, Derbyshire, S32 3XG

Tel: 01246 582322 | Email: [gbco@gb-ministries.org](mailto:gbco@gb-ministries.org) | Web: [www.girlsb.org](http://www.girlsb.org)

The Girls' Brigade England & Wales is a registered charity, number 206655, and a company limited by guarantee, number 206877

### Summer Conference – Saturday 30 June 2018 – Derbyshire

Please email all the details to the GB Support Centre ([gbco@gb-ministries.org](mailto:gbco@gb-ministries.org)), by **Friday 15 June 2018**, any forms received after this date will not be processed before conference.

A £5 conference booking fee is payable for all Council members and delegates to help towards the running costs of the day.

**Council members:** Please use this form to register. For those taking part in travel pool, please adjust the amount you claim or pay in as appropriate to cover the £5. Receipts will be available for travel pool & conference fee on the day.

**Delegates (previously observers):** Please use the Delegate Registration Form to register. You will need to sign in on the day at the registration desk. Your £5 fee can be sent in to the GB Support Centre in advance with the form, paid on the day or you can book by phoning the GB Support Centre with your card details.

#### Personal details:

Title:	<input type="text"/>	Christian name:	<input type="text"/>	Surname:	<input type="text"/>
Date of birth:	<input type="text" value="d d / m m / y y y y"/>	Telephone number:	<input type="text"/>		
Email:	<input type="text"/>				
GB group/district/region:	<input type="text"/>				

#### Travel Pool – Council Members Only:

Travel pool is a way of helping all to come to conference pay the same amount for doing so, below are some examples of how it works.

It costs Sue £70 to travel to conference so she deducted the £30 fixed travel pool cost. GB paid her £40, Sue then paid £5 conference fee for the day. Claimed altogether £30.

It costs Caroline £10 to travel to conference she paid into travel pool to bring the amount up to £30, so paid GB £20. And also paid her conference fee of £5 on top.

It costs Vic £30 to travel to conference she did not have to pay in or claim as she broke even in the travel pool. Vic then paid £5 for her conference fee.

Sally and Amy are both council members and decide to travel by car to conference together. Their journey costs £25. The driver should then pay £5 into travel pool & £5 conference fee. The passenger should pay £30 into the travel pool & £5 conference fee.

#### The fixed amount for travel pool is £30.00.

Please quote TOTAL cost of your return journey (calculating your estimated petrol costs) £  and complete one of the following options:

a) If your return journey costs less than £30.00, please pay the additional amount to bring your total to £30.00\*.

**TO PAY:** Travel pool costs\* £  + £5 conference fee = Total to pay £

b) If your return journey costs more than £30.00, we will refund you the cost of your journey minus the £30.00\*\*.

**TO PAY:** Travel pool costs\*\* £  - £5 conference fee = Total to claim £

If your claim is over £15, please indicate if you would like to receive your refund by cheque or bank transfer:

by cheque  by bank transfer (a form will be available at the registration desk for you to complete on the day).

c) BREAK-EVEN (i.e. if your journey costs exactly £30.00): (£5 conference fee only to pay) – please tick



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### Apologies – to be recorded by Friday 15 June 2018 please:

Unfortunately I will be sending my apologies for Autumn conference

Will this be your first time at one of GB's conferences? Yes  No

If you have attended before, have you used the Volumise resources from previous conferences in your own GB group or district? Yes  No

Signed:

Date:

### Travel Pool Notes:

Please assess rail expenses on day return fares.

Please book rail travel as early as possible to get the best rates.

If you are sharing a car journey, each Council rep should calculate their individual travel pool on their share of petrol costs.

If the amount you are claiming is £15 or over you will be reimbursed with a cheque rather than cash.

It is regretted that no allowance can be included for meals, sleepers or overnight accommodation.