



Contact: E: membership@bhi.co.uk • T: 01636 817603 • Address: BHI, Upton Hall, Newark, Notts. NG23 5TE, UK

Please complete the information below and return this form to the BHI (see contact details above).

Payment of your non-refundable deposit of £230 is required. Payment options and conditions are provided on page 2 of this form.

Personal Details

| | | | |
|--|--|----------------|---------|
| Title: | Initials: | Date of Birth: | Gender: |
| First Name: | Surname: | | |
| Address: | | | |
| Town: | County: | | |
| Postcode: | Country: | | |
| Phone: | Email: | | |
| <input type="checkbox"/> | I am a registered DLC student | | |
| <input type="checkbox"/> | I am a member of the BHI. My membership number is: | | |
| In case of emergency, you can contact: Name: | | | Tel: |

Invoice Details (if different from above)

| | |
|--------------------------|--|
| Name: | |
| <input type="checkbox"/> | Payment is being made by employer/sponsor. Name: |
| Address: | |
| Town: | County: |
| Postcode: | Country: |
| | Email: |

(Invoices for payment will be sent when the course is confirmed)

Booking - I would like to book my place on the following course:

| | |
|------------------------|-------|
| Course Title: | Date: |
| Special needs: | |
| Special dietary needs: | |

Course Prices and B&B

| DLC Registered <input type="checkbox"/> | | Not DLC Registered <input type="checkbox"/> | |
|--|--|--|--|
| Course duration and fee without B&B | Course duration and fee including B&B* | Course duration and fee without B&B | Course duration and fee including B&B* |
| 5 days (£1035) <input type="checkbox"/> | 5 days incl. 4 nights B&B (£1235) <input type="checkbox"/> | 5 days (£1150) <input type="checkbox"/> | 5 days incl. 4 nights B&B (£1350) <input type="checkbox"/> |
| 4 days (£830) <input type="checkbox"/> | 4 days incl. 3 nights B&B (£980) <input type="checkbox"/> | 4 days (£920) <input type="checkbox"/> | 4 days incl. 3 nights B&B (£1070) <input type="checkbox"/> |
| 3 days (£620) <input type="checkbox"/> | 3 days incl. 2 nights B&B (£720) <input type="checkbox"/> | 3 days (£690) <input type="checkbox"/> | 3 days incl. 2 nights B&B (£790) <input type="checkbox"/> |
| 2 days (£415) <input type="checkbox"/> | 2 days incl. 1 night B&B (£465) <input type="checkbox"/> | 2 days (£460) <input type="checkbox"/> | 2 days incl. 1 night B&B (£510) <input type="checkbox"/> |
| 1 day (£210) <input type="checkbox"/> | | 1 day (£230) <input type="checkbox"/> | |

* B&B available on a 'first come first served' basis.

Accommodation Details

| | |
|--------------------------|--|
| <input type="checkbox"/> | Please note that accommodation is not en-suite, apart from one room which is available on a first come first served basis at an additional cost of £25 per night. Tick here if you would like to be contacted about the availability of the en-suite room. |
|--------------------------|--|

Lunch on the course date(s) is NOT included in the course price (unless stated above). Purchases can be made at the Cross Keys public house, on-site Clock House Cafe (open Wednesday to Saturday), local shops in Southwell (by car), or you may bring your own provisions. On-site there is a small fridge, toaster and microwave.

Short Course and Accommodation Form

More information

| | | | | | |
|--|--|--------------------------|----------------------------------|--------------------------|----------------------------------|
| <input type="checkbox"/> | I have attended the following BHI course(s): | | | | |
| | | | | | |
| On a scale of 1 (none) to 5 (expert) my knowledge and experience of: | | | | | |
| <input type="checkbox"/> | Practical horology | <input type="checkbox"/> | Practical clockmaking and repair | <input type="checkbox"/> | Practical watchmaking and repair |
| My experience in operating workshop machine tools is: | | | | | |
| | | | | | |
| My knowledge and experience of this course subject is: | | | | | |
| | | | | | |
| I expect to achieve from this course: | | | | | |
| | | | | | |
| Please note that the British Horological Institute reserves the right to refuse bookings. Courses may change subject to demand. We cannot guarantee that a particular tutor will be teaching the course. | | | | | |

| | | | | | |
|--|------------------------------|-----------------------------|-------------------------------------|----|--|
| Are you studying the Distance Learning Course? | Yes <input type="checkbox"/> | No <input type="checkbox"/> | Technician <input type="checkbox"/> | or | Int/Final Grade <input type="checkbox"/> |
| Are you intending taking BHI Examinations? | Yes <input type="checkbox"/> | No <input type="checkbox"/> | | | |
| How did you hear about the courses? | | | | | |

Payment

| | |
|--------------------------|--|
| <input type="checkbox"/> | I paid the total by bank transfer on (date): <input style="width: 150px;" type="text"/> into the BHI bank account |
| <input type="checkbox"/> | 'BRITISH HOROLOGICAL INSTITUTE LIMITED (THE)'. NatWest Bank, Account Number: 97129380, Sort Code: 60-20-15, IBAN GB18 NWBK60201597129380, BIC NWBK GB2L Please state your Membership Number and Surname on your transfer |
| <input type="checkbox"/> | I wish to pay by card. (Debit and credit cards accepted. We will email you a link so that you can pay online) |

Terms and Conditions - IMPORTANT PLEASE READ

| | |
|--|--|
| <ol style="list-style-type: none"> 1. Places on all BHI Short Courses can be reserved with a £230, non-refundable deposit. 2. Course and accommodation bookings are not secured until confirmation is sent by the BHI. 3. The balance payment must be received not less than 14 days before the start date of the course. 4. Failure to pay the balance 14 days before the start date of the course shall be deemed cancellation. 5. The BHI shall offer unpaid spaces to persons on the waiting list providing they make the fee payment in full. 6. All cancellations will forfeit the £230 deposit without exception. This includes requests to transfer to an alternative date or course. 7. Cancellations within 7 days of the course will forfeit the entire course fee. | |
| I have read and understood the above Terms and Conditions. | |
| Signature: | |
| Date: | |