

**Booking form for LSE and Trafford Hall Tenant Think Tank:**  
**Tenants' experiences of energy saving in social housing**

**Monday 1st and Tuesday 2nd June 2015**

Name:

Address:

Telephone:

Email:

Landlord/Organisation:

Address:

Contact:

Email:

Telephone:

Who will be paying the registration fee? Your Landlord/Housing Association  You

Your gender: Male  Female

Which age group do you belong to?

16 to 24  25 to 34  35 to 60  Over 60

Would you be prepared to share a room? Yes  No

If so, is there someone in particular, or would you be willing to share a single sex room?

Do you have any special needs, for example a disability which makes it difficult for you to climb stairs? Please tell us what your requirements are?

Would you like a room with step-free access? Yes  No

Would you like a room adapted for wheelchair users? Yes  No

Do you have any special dietary needs such as food allergies, diabetes, special diets, religious needs?

Are you a member of any group or organisation?

- Advisory panel or forum
- Tenant and/or Residents Organisation
- Community Association
- Project for young people or children
- Charity
- Church or faith Group
- Voluntary organization
- Community Business or Company
- Other

If you are a paid support worker please add your job title

#### Cancellation Conditions

Anyone cancelling their place on the course up to 10 days before the course will incur no penalty.

Anyone cancelling their place on the course less than 10 days before the course will incur a cancellation penalty of £125 per person unless there is a medical or emergency reason for the cancellation.

If your landlord or organisation is willing, we will accept payment of the cancellation charge from them, but for this to be effective you must provide a Purchase Order number on this application form. If no PO number is stated, you will be personally responsible to pay the £125 cancellation charge on receipt of invoice.

If you cannot attend a course you may nominate another member of your group to attend in your place against a payment you have made, in which you will incur no cancellation penalty.

If you do not understand the cancellation conditions please speak to Nicola Serle on 020 7955 6684 n.serle@lse.ac.uk

Please book me a place on this course   
(By ticking this box you are accepting the cancellation conditions)

I enclose a cheque for £            made out to LSE Housing & Communities

Our Purchase Order No is:        For £

I will pay via credit/debit card: please send me details

This purchase order number will also be used to charge the £125 cancellation payment in the event of late cancellation or no-show.

**Please return this form by email to [lsehousingandcommunities@lse.ac.uk](mailto:lsehousingandcommunities@lse.ac.uk)  
or by faxing to Nicola Serle via 0203 370 7867**