

# Registration

## How to register

Registration can now be done online by visiting the Conference website at [www.barcouncil.org.uk](http://www.barcouncil.org.uk).

Alternatively, please complete a separate registration form for each delegate and return it with proof of BACS payment or International transfer to Member Services.

## Accompanying delegates

If you are bringing an accompanying person to the Conference to attend the social events, please complete a separate booking form for them and send the forms in together. Please note that under this category you won't be able to attend any of the sessions.

## Discounts available

- Early Bird - book by Friday 6 April 2012 for a discount on the regular fees.
- Group discount - there is a 5% discount on all rates for bookings of 5 or more made at the same time.
- Financial assistance may be available for some delegates, depending upon their individual circumstances. Please visit the conference web page for further information as this will be regularly updated. Alternatively, please contact your Bar Association, Specialist Bar Association or Circuit and enquire as to what assistance they may be able to offer.

## Fees include

- Attendance at all sessions
- Organised visits
- All refreshments.

## VAT

Under UK Customs and Excise Regulations delegates are required to pay the registration fee inclusive of Value Added Tax (VAT). The Conference VAT Registration Number is 404 524 779.

Overseas delegates must initially pay the VAT chargeable but may claim this back under Notice 723A (November 2010) which can be obtained from [www.hmrc.gov.uk](http://www.hmrc.gov.uk). The Bar Council of England and Wales and International Council of Advocates and Barristers accept no liability for the information provided by HMRC and cannot refund the VAT directly.

## Methods of payment

- Payment online by debit or credit card when you register at [www.barcouncil.org.uk](http://www.barcouncil.org.uk)
- If paying from a UK Bank, Cheque made payable to: "General Council of the Bar"
- Bank transfer to:  
Messrs Child & Co, 1 Fleet Street  
London EC4Y 1BD  
Account name: General Council of the Bar  
Account number: 66050206  
Sort code: 15-80-00  
Bank Identification Code: RBOSGB2L  
International Bank Account Number:  
GB98RBOS15800066050206