

SENIOR MENTAL HEALTH LEADS TRAINING

DELEGATE DETAILS

Title		First Name		Surname	
Job Title			Email		
Organisation			Tel Number		
Address			Job Title		
			How did you hear about us?		
Postcode			TO JOIN OUR MAILING LIST PLEASE CLICK HERE .		

WAYS TO PAY

Invoice

Organisation Billing Name		Finance Contact	
Invoicing address			Contact Number
			Contact email
Postcode		Organisation Accounts Payable email address	*
Please indicate if this invoice should be sent to NHS Shared Business services in Wakefield for processing		Payables Code	
*This information is essential for us to send the invoice		PO Number	*

Please note that CWI is part of the university and 'University of Reading' should be shown as the supplier on your purchase order.

Internet or Phone Banking – Bank Transfer

Account Name	University of Reading	BIC/SWIFT	BARCGB22	IBAN	GB48 BARC 2071 2910 4685 09
Sort Code	20-71-29	Account Number		10468509	
Reference	K3162000 + add name	Please email booking form to cwi@reading.ac.uk			

Credit or Debit Card

Account Name	University of Reading	Sort Code	20-71-29	Account Number	10468509
Please call Receipts Office on 0118 378 6130 to make payment and email booking form to cwi@reading.ac.uk					

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Please see our website for terms and conditions http://www.reading.ac.uk/charliewaller/cwi-workshops.aspx	Email:	cwi@reading.ac.uk