

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.

University of Reading Bank Details

Account Name	University of Reading Receipts Account		
Sort Code	30-40-65	Account Number	00752804
BIC/SWIFT	LOYDGB21F43	IBAN	GB37 LOYD 304065 0075 2804
Reference	K3486800 + add name	Please email booking form to cwi@reading.ac.uk	

Credit or Debit Card

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