PROVISIONAL PROGRAMME & REGISTRATION FORM
Welcome…

37th Annual Study Conference, Brighton 2006

This year our annual study conference takes place in Brighton for the first time. As with Liverpool, the accommodation and the conference sessions will be under one roof in the Hilton Brighton Metropole.

This year’s conference should have something for everyone, as it deals with themes of leadership, team working and motivation, as well as including topics of perennial interest in the parallel sessions such as information literacy, and the use of both e-learning and traditional methods to teach legal research skills.

This is the first time our conference has adopted a Thursday to Saturday format which will give you the opportunity, should you wish, to extend your stay and explore Brighton and its environs. The pre-conference seminar on researching US case-law will take place on the preceding afternoon, Wednesday 14th June at the Holiday Inn Brighton-Seafront.

In a change to the format of recent years, the parallel sessions on Friday will run only once and will have an academic, law firm, or workplace theme, with time to network with colleagues and suppliers built in to the schedule.

The Strategy Review has moved forward rapidly this year, with policies adopted to strengthen BIALL’s financial position, and facilitate strategic planning for the years ahead, and there will be the usual opportunity for you to contribute to BIALL’s future development at Members’ Forum.

Conference wouldn’t be complete without its social events, which will include the presentation of the second Wildy’s Law Librarian of the Year Award, the Legal Journals Award, the Customer Relations Award, the Wallace Breem Award, and the BIALL Lexis Nexis Award for Excellence.

BIALL will, as usual, be playing host to a number of overseas visitors from our sister associations such as AALL, CALL, OSALL, ALLG, and this year, for the first time from the French association Juriconexion.

Hazel Hewison
Chair of BIALL
BRIGHTON AS A CONFERENCE DESTINATION

More than a seaside, more than the city, the mix is more than double the fun. Fashionable, funky and loaded with style, Brighton has everything you could want – a royal palace, elegant Regency architecture, museum, laid back beach life and superb shopping.

Don’t miss the Royal Pavilion the home of King George IV and probably the most exotic, extravagant royal palace in Europe. Stroll along the Victorian Pier and the beachfront, where stylish bars and cafés spill out onto the curved paving, jostling for space with surfer shops, giant sculptures, buskers, fresh fish and artists’ studios.

For shopping try The Lanes, smart and chic, and the bohemian North Lane, both are good for antiques and designer clothes. Brighton and Hove also boasts over 400 restaurants in the area, offering food from around the world.

Brighton enjoys excellent communication links, particularly for conferences with overseas delegates, speakers and guests.

By Foot
The city is very compact and most places are within walking distance. Brighton rail station is only 10 minutes from the city centre and the sea is a stone’s throw from the city’s main attractions, shops, eateries and entertainment.

By Road
Journey time by car from central London is about two hours on the M23 / A23. There is good access to the rest of the country via the M23 / M25 London Orbital. Express coaches run from London Victoria Coach Station and take about two hours.

By Bus or Coach
Buses are good value and frequent, only £1.40 for a standard single across the City and £2.60 for an all day saver. For more information go to www.buses.co.uk

National Express Coaches run services from London and other major towns and cities around the UK. For more information call National Express on +44 (0) 990 808080 or www.nationalexpress.co.uk

By Taxi
There are plenty of taxis and taxi ranks in the city centre, the main ones being in East Street and Queen’s Square. Alternatively you can hail them in the street, they’re available 24 hours a day.

By Air
London Gatwick Airport – by car, coach or taxi is 28 miles (40 minutes) from central Brighton via M23 / A23. There is a National Express coach service every hour from the airport terminal. Trains, direct express service taking 30 minutes

Gatwick Switchboard +44 (0) 870 0002468

London Heathrow Airport - by car, coach or taxi is 60 miles (90 minutes) to central Brighton via M25 / M23 / A23. There is a National Express coach service every hour from the airport terminal. Trains, via the Heathrow Express into London Paddington (15 minutes), change to underground (District / Circle Line) to London Victoria, then fast train direct to Brighton (under 1 hour).

Underground: (Piccadilly / District / Victoria lines) to London Victoria rail station (60 minutes) then fast train direct to Brighton (under 1 hour)

Heathrow switchboard +44 (0) 870 000123

By Rail
Brighton is well connected to the rest of the UK by an extensive rail network. Examples of journey times for direct services are set out below.

In addition, numerous journey options are available travelling via London.

<table>
<thead>
<tr>
<th>Name of Station</th>
<th>Journey times to Brighton</th>
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</thead>
<tbody>
<tr>
<td>London Victoria</td>
<td>55 minutes</td>
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<tr>
<td>London Gatwick Airport</td>
<td>30 minutes</td>
</tr>
<tr>
<td>London Bridge</td>
<td>55 minutes</td>
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<tr>
<td>Birmingham Direct</td>
<td>3 hours 30 minutes</td>
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<tr>
<td>Manchester Direct</td>
<td>6 hours</td>
</tr>
<tr>
<td>Edinburgh Direct</td>
<td>6 hours 30 minutes</td>
</tr>
<tr>
<td>Cardiff Direct</td>
<td>3 hours 40 minutes</td>
</tr>
</tbody>
</table>

National Rail Enquiries: +44 (0) 8457 484950 or www.nationalrail.co.uk
National Rail – Provides a central source for all UK rail enquiries including real time running information for train services across the British railway network.

Gatwick Express – Express Rail Link from Gatwick Airport to London Victoria.

South West Trains – Provide services from Brighton to Reading and Devon.

Southern Railway – Providing train services to south London, East Sussex, West Sussex, Surrey and parts of Dorset. Used to be operated by Connex.

Thameslink – Providing train services between Bedford and Brighton.

Virgin Trains – Provides rail services to Manchester and Birmingham.

Wessex Trains – Provides services to Bristol.

If you need to catch the underground through London (The Tube) check out www.thetube.com

By Eurostar
Travel by Eurostar from France and Belgium to London Waterloo and then on to Brighton via London Bridge station.

<table>
<thead>
<tr>
<th>Name of Station</th>
<th>Journey times to Brighton</th>
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<tbody>
<tr>
<td>Paris to Brighton</td>
<td>4 hours</td>
</tr>
<tr>
<td>Brussels to Brighton</td>
<td>4 hours</td>
</tr>
</tbody>
</table>

Enquiries Tel: +44 (0) 8705 186186 or www.eurotunnel.com

Cross Channel
From Dover / Folkestone ferry terminals and the Channel Tunnel, Brighton and Hove is 2 hours by car via M20 / M26 / M25 / M23 / A23. Local ferry port Newhaven (20 – 30 minutes by car) has a regular Hoverspeed Superseacat service from Dieppe between April and October.


Parking
Like other historic and compact cities, parking right in the heart of the city is at a premium. If you decide to bring your car into Brighton, there’s no need to drive right into the city centre.

A Park and Ride is available from Withdean Stadium in the north of the city, is signposted from the A23, and enables you to park your car and catch a bus to the centre. For details of city centre parks and NCP car parks click on www.citytransport.org.uk
PROVISIONAL PROGRAMME

Wednesday 14th June 2006

13.00 - 14.15 Registration and lunch for Pre-Conference seminar participants -
Holiday Inn Brighton-Seafront

14.15 - 18.00 Pre-Conference Seminar organised by the Professional Standards &
Development Committee
“Researching US Case Law”

Thursday 15th June 2006

09.00 Registration Desk and Exhibition open

10.00 - 10.15 Formal Opening of Conference
Hazel Hewison - BIALL Chair

10.15 - 11.00 “Demystifying Leadership”
Lesley Robinson - LRCS Ltd

11.00 - 11.45 Refreshments and Exhibition
Reception for new delegates

11.45 - 12.45 Keynote Address
Linda Holbeche - The Work Foundation

12.45 - 14.00 Lunch and Exhibition

14.00 - 15.15 Members’ Forum and Committee Presentations

15.15 - 16.00 Refreshments and Exhibition

16.00 - 17.00 “The UK Statute Law Database”
Tony Hopkins and Clare Allison - Statutory Publications Office

17.00 Registration Desk and Exhibition close

20.00 Opening Reception followed by Informal Dinner
sponsored by Sweet & Maxwell
### Friday 16th June 2006

**08.45** Registration Desk and Exhibition open

**09.00 - 10.00** Parallel Sessions A

<table>
<thead>
<tr>
<th>A1</th>
<th>A2</th>
<th>A3</th>
<th>Alternative activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>“Leading Change: Integrating E-learning into an Existing Course”</td>
<td>“Change Management and How to Deal with Change in the Workplace”</td>
<td>“Raising Our Profile”</td>
<td>Your opportunity to schedule another visit to the Exhibition, an appointment with a specific supplier, or some free time</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Liz Polding</th>
<th>Victoria Jannetta</th>
<th>Louisa Myatt</th>
</tr>
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<tbody>
<tr>
<td>Oxford Institute of Legal Practice</td>
<td>Grant Thornton</td>
<td>CILIP</td>
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</table>

**10.15 - 11.15** Parallel Sessions B

<table>
<thead>
<tr>
<th>B1</th>
<th>B2</th>
<th>B3</th>
<th>Alternative activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>“Developing a Research I-tutorial at the College of Law”</td>
<td>“Chargeback, Surveys and Statistics: Identifying and Maximising the Value of Online Resources”</td>
<td>“Too Many Resources, Too Little Time”</td>
<td>Your opportunity to schedule another visit to the Exhibition, an appointment with a specific supplier, or some free time</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Tony Simmonds</th>
<th>Fiona Durrant</th>
<th>Barbara Allan</th>
</tr>
</thead>
<tbody>
<tr>
<td>College of Law</td>
<td>Baker &amp; McKenzie</td>
<td>Hull University Business School</td>
</tr>
</tbody>
</table>

**11.15 - 12.00** Refreshments and Exhibition

**12.00 - 13.00** BIALL Annual General Meeting

**13.00 - 14.15** Lunch and Exhibition

**14.15 - 15.15** Parallel Sessions C

<table>
<thead>
<tr>
<th>C1</th>
<th>C2</th>
<th>C3</th>
<th>Alternative activities</th>
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</thead>
<tbody>
<tr>
<td>“Bridging the Gap: Exploring the Information Skills Training Partnership Between the Library and the School of Law at MMU”</td>
<td>“Project Management”</td>
<td>“Workplace Learning for Busy Information Professionals”</td>
<td>Your opportunity to schedule another visit to the Exhibition, an appointment with a specific supplier, or some free time</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Nicola Wakefield</th>
<th>Barbara Allan</th>
<th>Gerry Power</th>
</tr>
</thead>
<tbody>
<tr>
<td>Manchester Metropolitan University</td>
<td>Hull University Business School</td>
<td>IALS</td>
</tr>
</tbody>
</table>

**15.15 - 16.00** Refreshments and Exhibition

**16.00 - 17.00** Parallel Sessions D

<table>
<thead>
<tr>
<th>D1</th>
<th>D2</th>
<th>D3</th>
<th>Alternative activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>“Information Literacy: Building the Team”</td>
<td>“Has Knowledge Management had its Day?”</td>
<td>“CILIP Qualifications and You”</td>
<td>Your opportunity to schedule another visit to the Exhibition, an appointment with a specific supplier, or some free time</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Cathie Jackson and Peter Clinch</th>
<th>David Byrne</th>
<th>Margaret Chapman</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cardiff University</td>
<td>BT Legal</td>
<td>CILIP</td>
</tr>
</tbody>
</table>

**17.00** Registration Desk and Exhibition close

**19.00 - 20.00** President’s Reception

**20.00** BIALL Annual Dinner and presentation of awards

*sponsored by LexisNexis UK*
Saturday 17th June 2006

09.00    Registration Desk and Exhibition open

09.30 - 10.15    “Developing and Implementing a Content Management Strategy”
                  Martin White - Intranet Focus Ltd

10.15 - 11.00    “The Terrorism Bill: Lessons for Libraries on Lobbying”
                  Colin Walker - British Library

11.00 - 11.45    Refreshments and Exhibition

11.45 - 12.30    “Leadership in KM and the Role of the CKO”
                  Jela Webb - Azione

12.30 - 13.45    Lunch and Exhibition

13.45    Exhibition closes

13.45 - 14.30    “Facing Up to the Reform of Legal Services”
                  Andrew Holroyd - The Law Society

14.30 - 15.15    “How to Get What You Want”: Top Tips for Making a Business Case
                  Lucy Dillon - Berwin Leighton Paisner

15.15 - 15.30    Formal Closing of Conference
                  Hazel Hewison - BIALL Chair

15.30 - 16.00    Refreshments

16.00    Registration Desk closes

Please note that all timings, session titles, and speaker details are provisional at the time of printing. As details are confirmed these will be posted on the BIALL website.
**ACCOMMODATION**

**Hilton Brighton Metropole - Conference Venue**
The Hilton Brighton Metropole has been a prominent feature of Brighton’s 7 mile seafront since it was designed in the 1890’s by the president of the Royal Institute of Architects, Alfred Waterhouse.

All bedrooms feature en-suite bathroom, double glazed windows for noise reduction, satellite TV, direct dial telephone, hospitality tray, trouser press, hairdryer and internet access.

At the Arundel Restaurant you will be able to sample the culinary delights of their superb a la carte menu, complemented by fine wines from around the world which have been carefully selected and stored in the hotel’s wine vaults. Should you prefer a more informal buffet or carvery then the Windsor Restaurant with its sea views is the choice for you.

If you are not looking for a meal then you can enjoy a coffee, sandwich or pastries from Caffe Cino in the informal surroundings of the café bar. Alternatively after a busy day why not look forward to catching up with old friends in the hotel’s Cocktail Bar.

As residents at the hotel you are welcome to make full use of the hotel’s wide range of health and leisure facilities. The LivingWell Health Club comes equipped with a luxury swimming pool, fitness centre, 2 spa pools, 3 saunas, 3 steam rooms, 2 sun beds, a state of the art fitness centre, health and beauty salon. You can also go to the lively Steamers nightclub.

The hotel benefits from the adjacent 200 space car park, which is available at £12.00 per 24 hours (price correct at time of print).

**Holiday Inn Brighton-Seafront (Formerly Hilton Brighton West Pier)**
The Holiday Inn Brighton-Seafront is located 5 minutes walk from the Hilton Brighton Metropole, and offers a friendly atmosphere with first class facilities.

All bedrooms feature en-suite bathroom, satellite TV, direct dial telephone, hospitality tray, trouser press and internet access.

The informal Garden Restaurant offers a wide range of delightful dishes to suit all tastes and appetites. You can pick anything from a light and healthy lunch to a gourmet a la carte dinner, complemented by a selection of fine wines from around the world.

The Terrace Bar and Lounge is where you can enjoy freshly made cocktails or afternoon tea whilst soaking up the sun on the sea facing terrace. The bar offers a relaxing atmosphere and is a perfect place to meet for a pre-dinner drink or a nightcap.

Limited car parking is available in the hotel’s basement garage which is chargeable at £12.00 per 24 hours (price correct at time of print)

**Please note** - Due to the limited number of bedrooms available at the Holiday Inn, this hotel is offered to BIALL members only booking the Conference Package rate.
**ADDITIONAL NIGHT’S ACCOMMODATION**

Extend your stay and enjoy the sights and facilities at the Hilton Brighton Metropole. Accommodation can be pre booked for Wednesday and/or Saturday at £130.00 per night.

All accommodation rates are based on a per person per night basis and are inclusive of Full English Breakfast, service charge and VAT.

**PRE-CONFERENCE SEMINAR**

This year’s pre-conference seminar will take place at the Holiday Inn Brighton-Seafront (formerly the Hilton Brighton West Pier) on Wednesday 14th June 2006 from 13:00 – 18:00. Buffet lunch and refreshments included.

"Researching US Case Law"

This seminar aims to give researchers confidence and knowledge when handling US case law questions. **Linda Maynard**, Information Officer at US law firm Howrey LLP will outline the US courts system and explain how the state and federal systems interact. **Susannah MacCarthy**, Business Applications Consultant at LexisNexis will then discuss the printed and online sources available for researching case law and explain how to track later citations and research pending case law. Our final speaker, **Paul Norman**, Senior Assistant Librarian at the Institute of Advanced Legal Studies will complete the seminar with a survey of free internet sources of US case law.

**Please note** numbers are limited and places will be allocated on a first come, first served basis. To reserve your place please complete the appropriate section on the Registration Form. The fee will be included on your invoice.

**PARALLEL SESSIONS**

Delegates are asked to attend the whole of a Parallel Session and not to switch between them. More information on the parallel sessions will appear on the BIALL web-site.

To reserve your place at the parallel sessions please tick the box(es) provided on the Registration Form, if no sessions are indicated it will be assumed that you do not wish to attend this part of the programme.

Confirmation of your attendance will be indicated on your Invoice, which will be forwarded as acknowledgement of receipt of your completed Registration Form. **Please note** numbers for the parallel sessions are limited and will be allocated on first come first served basis.

**MENTORING**

BIALL offers a mentoring scheme whereby first time delegates can be paired with previous Conference attendees if they so wish. Further details will be mailed with the registration information. A welcome reception for new and overseas delegates will be held at the conference venue on Thursday morning, therefore, please confirm your status on the Registration Form.
**SPEAKERS’ PRESENTATIONS**

The Speakers’ Presentations, subject to permission from individual Speakers, will be available on a CD after the conference at £12.50 each. Pre-book your copy by ticking the appropriate section on the registration form.

**ALL INCLUSIVE REGISTRATION FEES**

Register early to qualify for the Early Bird Registration Fees

<table>
<thead>
<tr>
<th>For Bookings BEFORE 5th May 2006</th>
<th>BIAALL Member</th>
<th>Non member</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pre-Conference Seminar</td>
<td>£ 72.00 + VAT = £ 84.60</td>
<td>£ 80.00 + VAT = £ 94.00</td>
</tr>
<tr>
<td>Conference Package – Hilton</td>
<td>£550.00 + VAT = £646.25</td>
<td>£620.00 + VAT = £728.50</td>
</tr>
<tr>
<td>Conference Package – Holiday Inn*</td>
<td>£530.00 + VAT = £622.75</td>
<td>Not applicable</td>
</tr>
<tr>
<td>Day Delegate Rate</td>
<td>£160.00 + VAT = £188.00</td>
<td>£200.00 + VAT = £235.00</td>
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</table>

<table>
<thead>
<tr>
<th>For Bookings AFTER 5th May 2006</th>
<th>BIAALL Member</th>
<th>Non member</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pre-Conference Seminar</td>
<td>£ 80.00 + VAT = £ 94.00</td>
<td>£ 88.00 + VAT = £103.40</td>
</tr>
<tr>
<td>Conference Package – Hilton</td>
<td>£580.00 + VAT = £681.50</td>
<td>£660.00 + VAT = £775.50</td>
</tr>
<tr>
<td>Conference Package – Holiday Inn*</td>
<td>£560.00 + VAT = £658.00</td>
<td>Not applicable</td>
</tr>
<tr>
<td>Day Delegate Rate</td>
<td>£185.00 + VAT = £217.38</td>
<td>£230.00 + VAT = £270.00</td>
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*Please Note: the Conference Package rate for the Holiday Inn is available to BIAALL members only*

The Conference Package rate includes the 3-day registration fees, 2 nights accommodation (Thursday & Friday), tea/coffee and lunch daily, all social events including pre-dinner drinks, 3-course meals with refreshments and entertainment, and includes VAT.

The Day Delegate Rate includes one day registration fee, tea/coffee and lunch.

**DINNERS**

Both dinners will be held at the Hilton Brighton Metropole. Thursday will be the informal dinner and Friday will be the President’s Reception and BIAALL Annual Dinner.

All dinner tickets include pre-dinner drink, meal with refreshments and if applicable, entertainment and can be purchased at the following rates:

<table>
<thead>
<tr>
<th>Date</th>
<th>Price with VAT per ticket</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thursday 15th June 2006</td>
<td>£51.06 + VAT = £60.00</td>
</tr>
<tr>
<td>Friday 16th June 2006</td>
<td>£59.57 + VAT = £70.00</td>
</tr>
</tbody>
</table>
BOOKING CONDITIONS

1. Each delegate must complete a Registration Form.

2. An invoice will be raised on receipt of the completed Registration Form and cheques are to be made payable to BIALL and crossed A/C Payee. All invoices must be paid within 30 days of the invoice issue date or prior to the Conference commencement date, whichever is less.

3. Payment should be made in pounds sterling (£). CREDIT TRANSFERS ARE NOT ACCEPTABLE FOR THIS CONFERENCE. For payments received in any other currency a bank charge of £20.00 will be applied to the booking.

4. Cancellation up to Friday 5th May 2006 carries a 50% cancellation fee and after this date or a ‘non-attendance’ at the conference there is a 100% cancellation fee.

5. There is a financial penalty on the conference fees for all bookings received after Friday 5th May 2006.

6. No refund will be given for any reason other than in condition 4.

7. The British and Irish Association of Law Librarians (BIALL) and Sovereign Conference will not be held responsible for any reason outside of their control should the conference not be able to commence or be curtailed early.

8. BIALL and Sovereign Conference will not be held responsible for any loss or damage to personal items of any delegate or accompanying person or any other loss or injury caused to a delegate or accompanying person during or in connection with the Conference.

9. All delegates must register at the Conference Registration Desk on arrival. Details of registration times will be confirmed in the final delegate letter which will be forwarded before the commencement date of the conference.

10. If at any time a non member replaces a member of BIALL on the registration, the additional fees will be charged.

11. BIALL and Sovereign Conference will not be held responsible for their inability to accept a booking for this Conference due to it being over subscribed.

12. Accommodation at the hotels is subject to availability. BIALL and Sovereign Conference will not be held responsible for any delegate not being able to reserve a room at the hotels. All reservations must be made direct with Sovereign Conference.

13. BIALL and Sovereign Conference will not be held responsible for arranging any special dietary, medical requirement, etc., of delegates or accompanying persons but will endeavour to do so if these requirements are advised to Sovereign Conference at the time of booking.

14. Each delegate is responsible for settling their own ‘extras’, ie., telephone calls, newspapers, bar charges, additional meals, etc., directly with the hotels.

15. All amendments / cancellation or substitutions MUST be received in writing to the Conference Organisers, Sovereign Conference.

Should you have any queries or require any further information please contact the Conference organisers:

Sovereign Conference, Exhibitions & Travel Incentives
Secure Hold Business Centre
Studley Road
Redditch
B98 7LG
ENGLAND

Tel: +44 (0) 1527 518777
Fax: +44 (0) 1527 518718
Email: association@sovereignconference.co.uk
Website: www.sovereignconference.co.uk
A Registration Form **must** be completed by each delegate in BLOCK CAPITALS and forwarded to the conference organiser. Please note Total numbers at this meeting are limited and registrations will be dealt with on a first come, first served basis.

Full name: ..................................................................................................................... ....................................

Job Title: ..................................................................................................................... .......................................

Organisation: .................................................................................................................. ...................................

Address for Correspondence: ............................................................................................... ................................................................................................................................................................................................. Postcode: ..............................................................

Telephone No: Daytime .................................................... Evening .............................................. ................

E mail:..................................................................................................................................................................

DX:..................................................................................... BIAI... Membership Number ............... ...............

Invoice Name & Address (if different to the one shown above): e.g. Law firm, service company etc

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........................................................................................... Postcode: ........................... .................................

Please tick the boxes to confirm your requirements and insert the amount you are expecting to be invoiced

[  ] Pre-Conference Seminar
[  ] Conference Package
  [ ] Hilton Brighton Metropole
  [ ] Holiday Inn Brighton-Seafront

[  ] Day Delegate
  [ ] Thursday 15th June 2006
  [ ] Friday 16th June 2006
  [ ] Saturday 17th June 2006

[  ] Dinners (to be completed by Day Delegates only).
  [ ] Thursday 15th June 2006 @ £60.00 per ticket
  [ ] Friday 16th June 2006 @ £70.00 per ticket

[  ] Additional nights Accommodation (Please complete Accommodation section overleaf)
  Additional number of nights __________ @ £130.00 per night

[  ] Speakers’ Presentations CD No. __________ @ £12.50 each

TOTAL AMOUNT TO BE INVOICED £________

Payment of Invoice
Payment submitted in any currency other than £ Sterling will incur bank charges (please see Booking Conditions) which will be added to your invoice.

Please tick the box to advise if your payment will **not** be made in £ Sterling [ ]
Next of Kin - Please provide details in case of an emergency during the event.

Name_________________________________________ Telephone____________________________

Accommodation - Please tick the box(es) to confirm your requirements

[ ] Wednesday 14th June 2006       [ ] Thursday 15th June 2006
[ ] Friday 16th June 2006          [ ] Saturday 17th June 2006
[ ] Additional nights (specify night) ________________________________________________

I will be making my own accommodation arrangements, please tick box provided [ ]

Parallel Sessions - Please tick the boxes to confirm your attendance

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<thead>
<tr>
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<th>A1</th>
<th>A2</th>
<th>A3</th>
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<tr>
<td>09:00 - 10:00</td>
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<tr>
<td>10:15 - 11:15</td>
<td>B1</td>
<td>B2</td>
<td>B3</td>
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<tr>
<td>14:15 - 15:15</td>
<td>C1</td>
<td>C2</td>
<td>C3</td>
</tr>
<tr>
<td>16:00 - 17:00</td>
<td>D1</td>
<td>D2</td>
<td>D3</td>
</tr>
</tbody>
</table>

Special requirements/requests (non-smoking, smoking, disabled, gluten-free, vegetarian, etc.):
_________________________________________________________________________________

If applicable, please tick to advise if you are:

[ ] New Delegate        [ ] Overseas Delegate        [ ] Mentor

Please indicate if you would be interested in Chairing a Session at this year’s Conference:

[ ] Plenary        [ ] Parallel

Please read Booking Conditions prior to completing this form. All completed forms should be sent to the Conference Organiser, Sovereign Conference. Bookings may also be made via the Website.

I have read and agree to the Booking Conditions.

Signed_________________________________________ Date__________________________

Sovereign Conference, Secure Hold Business Centre, Studley Road, Redditch B98 7LG, England
Tel: 01527 518777   Fax: 01527 518718
Email: association@sovereignconference.co.uk   Website: www.sovereignconference.co.uk

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Further details including Speaker Biographies and Abstracts of Papers will be made available on the BIALL website:

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