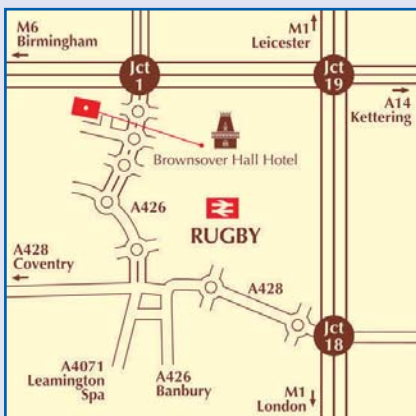


DIRECTIONS TO BROWNSOVER HALL HOTEL

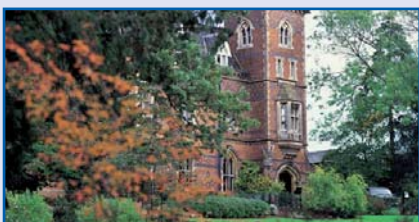


Road: Exit M6 (J1) and follow signs for A426 Rugby. At 2nd roundabout turn right into Brownsover Lane. Hotel is 250 yards on the right.

Parking Spaces: 100

Railway Station: Rugby, 2 miles

Brownsover Hall Hotel is a Grade II listed Victorian Gothic mansion nestling in 7 acres of woodland and garden. This magnificent building has a dramatic interior with sweeping staircase and crackling log fires. With rich colours and plenty of character and charm the Brownsover Hall Hotel has a distinct unique charm.



CONFERENCE 2010

Date: 19th, 20th & 21st May 2010. Location: Brownsover Hall Hotel, Brownsover Lane, Old Brownsover, RUGBY, CV21 1HU

| Day 1 | Wednesday 19th May 2010 |
|-------------|---|
| 11h30 | Registration |
| 13h00-14h00 | LUNCH |
| 14h00-15h30 | Presentation - Discover the secrets of working the room |
| 17h15 | AGM |
| 20h00 | Dinner |
| Day 2 | Thursday 20th May 2010 |
| 09h00 | Coach to IPEX |
| 13h00 | Working LUNCH |
| 16h00 | Coach back from IPEX |
| 19h15/20h00 | Drinks/Dinne |
| Day 3 | Friday 21st May 2010 |
| 09h00-10h00 | Sharing IPEX ex[erience |
| 10h00 | Coffee |
| 10h15-11h15 | Sharing good practice |
| 11h30-12h30 | Presentation |
| 12h30 | LUNCH |



BOOKING INFORMATION

Name of Person attending

Name of College

Job Title

Address

Telephone

Email

Dietary/ Special Requirements

| | |
|--|-------------|
| (These rates are for member colleges only) | |
| 2 nights B&B accommodation, 2 evening dinners, lunch on 20th & 21st May, workshops and seminars. | £200 |

The rates for members has been significantly subsidised thanks to membership and sponsorship

Member colleges can nominate up to 3 delegates. Please photocopy this booking sheet and complete for each delegate attending. Please enclose a cheque to the value of your conference package made payable to the FE Reprographic Forum and send with this booking form to: Karen Hodge, Administrator, FE Reprographic Forum, 37 Aldridge Rise, New Malden, Surrey, KT3 5RL (**by 31st Jan 2010 latest**) email: administrator@fereprographicforum.org.uk



MEMBERSHIP OVERVIEW

The primary aim of the Further Education Reprographic Forum is to support managers and staff who work in the sector who have responsibilities for the provision, development and maintenance of reprographics, printing and related college support services.

Membership of the Forum is open to all Further Education Colleges. The membership fee is £120.00 per college per year.

What benefits do you receive as a member of the Forum?

Up to 3 named staff from any one college will receive the following range of benefits:

Newsletter

A termly newsletter with information about future events, membership news, updates on the latest equipment and consumables, information on Health and Safety issues and Copyright etc.

Website

Access to the Members Area of the Forum Website. The website is used as a means of sharing good practise and for seeking advice and support from fellow members. New information is posted onto the Discussion Board every few days.

Events

Members receive invitations to events held throughout the country. The Forum holds an Annual Conference. This event is an ideal opportunity for members to meet over a two day period. The conference programme is packed with the latest information and 'Hot Topics'.

Projects

From time to time the Forum will undertake a range of specialist projects. Work on benchmarking and purchasing contracts is also ongoing.

Membership

In 2005 over 95 colleges were represented at one or more Forum event. Each month the members area pages are receiving approximately 500 hits. Members can enter a secure area for additional Forum information and also have access to notice and bulletin board facilities.

Meetings & Events

Meetings regularly have more than 30 delegates at each event. Delegates often travel significant distances to attend meetings. To date event feedback has been very positive and supportive.

To find out more about the FE Reprographic Forum and how to get involved, please contact:
administrator@fereprographicforum.org.uk

FORUM AWARD 2010

I wish to nominate:

for the Forum
Award because:



Please continue on separate sheet if necessary

CHARITY NOMINATION

The FE Reprographic Forum donates to charities nominated by its members

I would like to
nominate the
following charity:

Please Return your nominations to: Karen Hodge, Administrator, FE Reprographic Forum, 37 Aldridge Rise, New Malden, Surrey, KT3 5RL (**by 31st Jan 2010 latest**)
Email: administrator@fereprographicforum.org.uk