

Application form for China Schools Roadshow 2016

Contact information			
Institution name			
Contact person			
Title / Position			
E-mail		Telephone	
Representative 1 (maximum two per institution)			
Name			
Title / Position			
E-mail		Mobile (used in China)	
Representative 2 (maximum two per institution)			
Name			
Title / Position			
E-mail		Mobile (used in China)	

Please tick which city/cities you wish to attend

Date	City	Please tick to apply
18 October	Xi'an	
20 October	Ji'nan	
24 October	Chengdu	
26 October	Foshan	
28 October	Zhongshan	
31 October	Shanghai	
01 November	Hangzhou	

The above is a draft itinerary and is subject to change.

Cost: £300 per Chinese school visited (up to two schools each city)

**Please note that the participation fee does not include VAT, international or domestic travel, accommodation, subsistence or freight.*

DECLARATION

I confirm that the above named institution intends to take part in the China Schools Roadshow 2016. I understand that if this application is accepted, the terms and conditions listed below will form a binding contract between this institution and the British Council.

 Signature of applicant

 Institution's name

 Date

 Institution's stamp
Terms & conditions**1. Accredited institutions only**

All participating institutions must be accredited by a recognised UK authority.

2. Payment schedule

Event participants will be invoiced by the British Council. Payment must be received within thirty days of the invoice date.

3. Cancellation

A participating institution may withdraw from the China Schools Roadshow 2016 by giving written notice. If an institution cancels at least three weeks prior to **18 October 2016**, it will not be required to pay the British Council any fees in connection with the cancelled services and any fees already paid in respect of such cancelled services will be refunded by the British Council. If an institution cancels less than three weeks prior to **18 October 2016**, it will be required to pay the British Council a percentage of the charges for such cancelled services as set out below:

<u>Notice period</u>	<u>Percentage of charges payable</u>
15 - 20 calendar days	75%
14 calendar days or less	100%

4. Terms of service

All institution representatives must abide by the British Council Services for International Education Marketing's terms of service, which can be found at

<https://siem.britishcouncil.org/terms-service>