



# Funding for development conference

## FAQs

### 1. When and where is the conference taking place?

Monday, 10 July 2017 from 09:00 to 17:30

99 City Road Conference Centre, London, EC1Y 1AX  
Tel: 020 7728 1106

### 2. How do I get there?

Nearest tube station: Old Street (Northern Line) is a 1 minute walk

Once you are at Old Street Tube follow the signs for Subway 2 and proceed along the covered ramp walkway. This will lead you directly to the building entrance.

### 3. If you can't find the answer in this document, who do we contact at BOND?

For any queries, please email [conference@bond.org.uk](mailto:conference@bond.org.uk), or call 020 7837 8344.

### 4. Questions about the fee

The conference is not a free event. As a large event it takes a considerable amount of time to organise and in order to cover costs we have to charge delegates. We try and keep the cost as low as possible and offer discounts for members and small organisations, as well as working with sponsors and exhibitors. Bond membership gives free access to many other areas of Bond's work, including working group meetings, the Bond International Development Awards and a large number of members' events and workshops.

- The early bird rate applies to bookings made by 26 May.
- Large members, Non-members from not-for-profit organisations and Corporate supporters have access to an early bird rate.
- There is a standard rate for corporate organisation – i.e. no early bird.
- Members of the Bond Corporate Supporters Scheme get a discounted rate.
- We have set a lower rate for small members that is available all throughout the booking period.
- Bond trainers can have access to the small member rate.
- Sponsors and exhibitors who want to buy extra delegate places can get the same discounted rate we give to members of the Corporate Supporters scheme.
- Conference speakers get a free place.
- Independent consultants or free-lancers get the non-member (not for profit) rate.



Prices:

Ticket Type	Early bird rate (until 26 May)	Flat rate
Small Bond members (<£500K)		£175
Large Bond members (>£500K)	£175	£225
Non-members (not for profit)	£245	£295
Bond corporate supporters	£245	£295
Non-members (corporate)		£395

**5. Who is this conference for? / target audience?**

Chief executives (from smaller organisations), Directors of fundraising, Heads of fundraising, Programme managers/officers, Institutional funding professionals, Trust fundraising professionals, Donor relations professionals, Grants professional, Development managers/officers.

**6. Who do I contact about sponsorship / exhibition opportunities?**

For sponsorship and exhibition opportunities, please contact Iona Stirling-Herbert, Sales and Exhibitions Adviser, at [istirling@bond.org.uk](mailto:istirling@bond.org.uk) or call +44 (0)207 050 4992.

**7. Can I receive a list of participants in advance of the event?**

No, due to data protection we are not able to share this information.

**8. Is the venue fully accessible?**

The venue is fully wheelchair accessible and hearing loops are available on request. BSL signers can be arranged, if requested. If there are any other requirements, please let us know.

**9. Is there funding available for to help with travel/accommodation/registration costs?**

Funding is not available; Visa invitation letters are available on request from Bond. Please email [conference@bond.org.uk](mailto:conference@bond.org.uk) to request an invitation letter.

**10. Will I receive a certificate of attendance?**

Unfortunately, we are unable to provide this.

**11. What are the cancellation and refund policies?**

- All cancellations must be made by contacting [conference@bond.org.uk](mailto:conference@bond.org.uk).
- If you cancel before 23:59 Sunday 29 May 2017, you will receive a full refund.
- If you cancel between Monday 29 May 2017 and 23:59 Sunday 25 June 2017, you will receive a 50% refund of your ticket price.
- If you cancel after Monday 26 June 2017, you will not be eligible for a refund.
- If you cannot attend the event, you may arrange for someone else from your organisation to take your place at no additional cost.

Up to 6 weeks before event (28 May)	2–6 weeks before event (29 May-25 June)	Less than 2 weeks before event (after 26 June)
Full refund	50% refund	No refund

**12. When is the deadline for registrations?**

The deadline for the early bird price is 26 May. Registrations are then open till the event day.

**13. What is included in the registration fee? Any meals?**

Refreshments and lunch are included in the fee.

**14. Is there free WiFi in the conference centre?**

Yes

**15. Is there parking on-site?**

No there is no car parking on site.

The following car parks are located within walking distance of the venue:

NCP CAR PARKS – Finsbury Park Square, 7 mins

UNION CAR PARKS – Clere Street, 5 mins

**16. Is there anywhere I can leave my luggage at the venue?**

Yes, there is a cloakroom available.