

IRRV Miscellaneous Income Conference 2010

Keele University, Keele, Staffordshire 26 - 27 April 2010



The IRRV's [Miscellaneous Income Conference 2010](#) takes place on 26th and 27th April 2010 at Keele University, Keele, Staffordshire.

Who will be attending:

The Conference is aimed particularly at staff involved in the collection and administration of sundry debt/miscellaneous income but is relevant to all involved in income collection, including local taxation. This important event will be of interest to all who manage, administer or collect sundry debt within local authorities and the private sector.

Topics covered at the event include:

- ◆ Quality Management of Sundry Debtors – the way to improve your sundry debtor cash flow
- ◆ Corporate Debt Policies – Building a corporate debt policy
- ◆ Corporate Debt Policies – Maintaining collection in a recession
- ◆ Recovering Housing Benefit Overpayments in a recession
- ◆ Negotiating skills and telephone collection techniques
- ◆ Charging policies and difficult debts

Exhibition Offer:

- ◆ 3m x 2m space only stand
- ◆ 2 x Conference passes (which includes refreshments and lunch on Monday 26th and Tuesday 27th April 2010)
- ◆ Free insert in delegate packs
- ◆ Delegate list prior to event
- ◆ Table and 2 chairs (for use at event)
- ◆ Literature display rack (for use at event)
- ◆ Access to power
- ◆ Free car parking at venue
- ◆ Free optional extension of exhibition for IRRV Management, pre-examination courses and a series training days (taking place on Wednesday 28th and Thursday 29th April 2010) attracting over 200 additional delegates

Price: £495 plus VAT

Accommodation at University available at an additional cost of £65 plus VAT per person per night (includes breakfast and dinner).

Sponsorship and exhibition opportunities:

There are various other opportunities to promote your business at the event, including sponsorship of delegate bags, notepads, pens and refreshment breaks. For more information regarding other sponsorship and exhibition opportunities please call 020 7691 8996 or email marketing@irrv.org.uk.

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Trade/Exhibition Stand reservations- To book your place please complete this form and e-mail to marketing@irrv.org.uk or fax copy to 020 7831 2048.

Exhibitor Details:

Organisation Name	
Contact Name	
Invoice Address	
Purchase Order	
E-mail	
Telephone (please specify contact number for use during event)	
Fax	

Accommodation Requirements:

Overnight accommodation is available at the University and costs at £65 plus VAT per person per night (includes bed, breakfast and evening meal)

Please tick if you would like accommodation and specify names (if appropriate):

- No accommodation required
- Sun 25th April Please specify name(s): _____
- Mon 26th April Please specify name(s): _____
- Tues 27th April Please specify name(s): _____
- Weds 26th April Please specify name(s): _____
- Thurs 27th April Please specify name(s): _____

Terms and Conditions

- ◆ Provision of stand - Total costs £495 exclusive of VAT.
- ◆ Payment entitles subscribing organisations to send two day delegates to the conference (this includes refreshments and lunch on Monday 26th and Tuesday 27th April).
- ◆ Further exhibitors/representatives can attend conference on payment of additional rate.
- ◆ Accommodation is available at the University at an additional rate per person per night (as above).
- ◆ Payment is required prior to Conference and once bookings have been made cancellations will be charged at the full rate.

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