

Making Sustainable Places - Booking Form

Community Groups and CWA Members

Rotheshalls, Glenrothes, Fife, Sat 8th – Sun 9th Nov 2008



We are pleased to extend a warm invitation to you to join us at the ninth Annual Community Woodlands Conference, held this year at Rotheshalls (www.rotheshalls.org.uk) in Glenrothes, Fife.

As always, this year's Conference will offer great opportunities to network, share your skills and experiences, learn from the inspirational work of other community woodland groups and voluntary sector bodies, and have some fun!

The conference will be held on Saturday 8th and Sunday 9th November 2008 and is aimed primarily at members of community woodland groups. There will be a mixture of presentations, workshops and site visits to learn from and enjoy. Topics to be covered over the two days include: climate change, SRDP funding, transition towns, fuelwood, publicity & media, woodland crofts, biodiversity, community right to buy, community composting & recycling and much more! There will also be the Saturday night ceilidh and CWA's annual general meeting will take place on the Sunday afternoon.

An outline of the two days is attached along with an accommodation list and a booking form. **Please return your completed booking form and payment/ deposit as soon as possible, we would also recommend that you arrange your accommodation as quickly as possible, and certainly no later than 27th October.**

We would urge you to use public transport where possible, or car share with others from your local area or en-route and to double up when arranging your accommodation if you can.

Members of the Community Woodlands Association are entitled to free, subsidised places, dependent on which level of membership you have. Please see the enclosed booking form for further details.

Sturdy footwear and warm clothing is essential for the site visits and your dancing shoes are of course required for the Ceilidh – do not forget them!

We look forward to meeting you at the Conference. In the meantime, please do not hesitate to contact me if you require further information.

Yours sincerely

Caron Hughes
Development Officer

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- Full, founder and umbrella member groups are entitled to 2 free places
- Standard member groups are entitled to 1 free place
- Associate and Individual members – rates are noted below

Free places will also receive travel subsidies (25p per mile or public transport costs), and accommodation subsidies to a maximum of £25 per person per night.

Please note that additional representatives of subsidised member groups will have to pay for their places AND there will be no travel or accommodation subsidies available to them.

Please indicate numbers of delegates booking against each category. Contact details are required for all delegates (details over page). All prices quoted are **per delegate**.

Conference – Saturday 8th & Sunday 9th November 2008

- ◆ CWA full, standard, umbrella & founder members : **free**, for subsidised place(s) only (see above)
- ◆ Unsubsidised members, individual members, community non-members and voluntary sector agencies : **£50**
- ◆ CWA associate members : **£50**

No of
Delegates

TOTAL Number of delegates attending conference

Seminar – Friday 7th November 2008

Members are also entitled to attend the seminar on Friday 7th Nov.

The seminar is aimed primarily at professionals engaged in urban planning, greenspace management and supporting community engagement. The programme can be found at www.communitywoods.org

- ◆ CWA full, standard, umbrella & founder members : **free**, for subsidised place(s) only (see above)
- ◆ Unsubsidised members, individual members, community non-members and voluntary sector bodies : **Included in cost for conference** – but please remember to let us know if you want to attend the conference.
- ◆ CWA associate members : **£50**

Total number of delegates attending Seminar (PTO)

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Total cost for Conference & Seminar Places

Members note: please enclose a **£20** deposit per delegate with your booking form – cheques only please) which will be refundable on attendance

Agencies note: Non attendance will result in invoice for full cost.

£

- ◆ You are expected to book your own accommodation, if you require it, and book it as early as possible. A list of some of the accommodation providers in the vicinity of the conference venue is included in this pack.

Notes:

Roths Halls is fully accessible for all abilities as are a number of accommodation providers, please check with individual accommodation providers before booking.

Please complete and return the booking form by **27th October 2008** at the latest!

Remember to book your accommodation well in advance.

Please make cheques for the deposits payable to: **Community Woodlands Association**

Please return to:

Caron Hughes

**Community Woodlands Association,
5 Russell Street, Lochgelly, Fife, KY5 9DD**

Tel: 01592 784489

E-mail: caron@communitywoods.org



