

**Redesigning Justice: Promoting civil rights, trust and fairness**  
**Two-day International Conference**  
**21–22 March 2018, Keble College Oxford**

**Conference Rates**

<b>Full rate: statutory and private sectors</b>	<b>'Early bird' rate</b>	<b>Regular rate</b>
Two days including conference dinner	£395	£435
Two days without conference dinner	£345	£380
One day (Wednesday) including conference dinner	£245	£270
One day (Wednesday) without conference dinner	£195	£215
One day (Thursday)	£195	£215

<b>Supported rate: registered charities, NGOs and students</b>	<b>'Early bird' rate</b>	<b>Regular rate</b>
Two days including conference dinner	£360	£396
Two days without conference dinner	£297	£330
One day (Wednesday) including conference dinner	£215	£240
One day (Wednesday) without conference dinner	£165	£180
One day (Thursday)	£165	£180

Conference dinner if booked separately: £60

**What's included?**

Conference fees include all day access to the conference sessions on your chosen day(s), conference papers, choice of delicious hot and cold two-course lunch served in the magnificent Victorian Gothic Dining Hall, morning and afternoon refreshments. Conference gala dinner on the first day is optional and can be selected at the time of booking.

'Early bird' rates apply to bookings made by 1 January 2018.

Accommodation **is not** included in the conference fees and can be booked directly with the college online: <http://www.keble.ox.ac.uk/conferences/conference-accommodation> at a special, discounted rate quoting **promotional code: HOWARD18**. Please book early as places are limited. Alternatively, delegates can arrange their own accommodation outside the college.

## **Payment**

Payment in full must be submitted at the time of booking. We accept all major credit and debit cards.

If an invoice is requested, it **must** be accompanied by an official purchase order number and contact details for invoicing purposes.

In special circumstances payment by instalments can be agreed at the discretion of the organisers. For further details contact: [barbara.norris@howardleague.org](mailto:barbara.norris@howardleague.org)

## **Cancellation policy**

Cancellations up to one month before the event will receive a full refund minus a 10% administration fee.

Cancellations between one month and five working days before the event will receive a 50% refund.

There are no refunds for cancellations within 5 working days of the event.

If you do not attend the event, you will be invoiced 100% for the conference fee, unless a legitimate reason for not attending can be provided. Such decisions are at the discretion of the Howard League for Penal Reform.

If you wish to send a substitute delegate, please notify the Howard League for Penal Reform by email. There is no extra charge for doing so.

Delegates who turn up on the day without prior booking will have their details taken and an invoice produced for the cost of the attendance.