



**SHEFFIELD**

Please join us for

**CONSULEGIS**

**European Regional Meeting**

**#Consulegis2018**

February 9th - 10th 2018

**Sheffield (UK) 2018**

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REGISTRATION & BOOKING FORM

# WELCOME

Dear CONSULEGIS friends,

*hlw Keeble Hawson Solicitors* is pleased and honoured to host the **CONSULEGIS European Regional Meeting 2018 in Sheffield** between the **9<sup>th</sup> and 10<sup>th</sup> February 2018**. We therefore kindly ask you to join us in the vibrant city of Sheffield known as “The Steel City”.

This conference will, without any doubt, strengthen our relationships and provide us with an ideal opportunity to build business among member firms.

We hope many will join this conference and especially young lawyers. In that spirit we hold the costs as low as possible. We targeted the charming Leopold four star boutique hotel located nearby our offices in Sheffield. The Hotel occupies the main wing of an old Victorian grammar school and is a really good budget hotel in a great location offering an array of bars and eateries.

As the size is limited, we booked almost the whole hotel for CONSULEGIS alone.

The package price in the amount of EUR 110€ refers only to this European Regional Meeting (the hotel is not included).

*For organizational and security reasons, we need a confirmation of booking **before the 16<sup>th</sup> of January 2018**.*

By coming to Sheffield you could also take the opportunity to discover South Yorkshire which is packed with historical land sites that will surprise you. Sheffield itself was famed for its industry in the heyday of the 1900's and remains a city of innovation to this day. However, the smoking chimney stacks are no more and instead you'll find a green, modern city-scape set against the stunning backdrop of the Peak District National Park.

We look forward to welcoming many of you in Sheffield. We hope you will be inspired by the scheduled program.

With best regards

***Paul Trudgill & all the team of hlw Keeble Hawson Solicitors***

## GENERAL INFORMATION

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### Meeting (Friday & Saturday)

#### hlw Keeble Hawson LLP

Commercial House,  
14 Commercial St,  
Sheffield S1 2AT

#### *Transport to hlw Keeble Hawson*

##### ***Doncaster Sheffield Airport***

Taxi - £45

Bus + train to Sheffield Station - £25

Sheffield Station 5 minute walk to hlw Keeble Hawson Head Office (S1 2AT)

##### ***East Midlands Airport***

Taxi - £65

Bus + train to Sheffield Station - £40

Sheffield Station 5 minute walk to hlw Keeble Hawson Head Office (S1 2AT)

##### ***Leeds Bradford Airport***

Taxi - £65

Bus + train to Sheffield Station - £40

Sheffield Station 5 minute walk to hlw Keeble Hawson Head Office (S1 2AT)

##### ***Manchester Airport***

Taxi - £65

Train to Sheffield Station - £30

Sheffield Station 5 minute walk to hlw Keeble Hawson Head Office (S1 2AT)

### Hotel

Leopold Hotel,  
2 Leopold St,  
Sheffield S1 2GZ

[www.leopoldhotels.com](http://www.leopoldhotels.com) – select Sheffield and the **room type** and **date** – entering the code **09022018**

### Price of the Meeting Package

The whole package includes:

1. Lunch Friday (Menu & soft drinks)
2. Seminar & drinks Friday afternoon
3. Cutler's Hall tour
4. Dinner Friday Night (includes one large glass of wine)
5. Seminar on Saturday morning
6. Lunch on Saturday (Menu & soft drinks)

*No transport needed, every site is in walking distance.*

 **EUR 110€** (*the package price excludes: Hotel room, Minibar, Phone, Transport, etc.*)

## CONFERENCE PROGRAM

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### 9th Feb FRIDAY

- 12:00 am Meeting point at **hlw Keeble Hawson Head office**  
Address: Commercial House, 14 Commercial Street, Sheffield  
*Attendees can bring their luggage to the firm offices and there will be transport organised to deliver them to the hotel*
- 12:00 am Welcome Lunch at **hlw Keeble Hawson head Office**
- 2:00 pm **Regional Meeting Part One - Official Start**  
Welcome from *Paul Trudgill* - Partner at hlw Keeble Hawson Solicitors
- 2:10pm **Expert Talk from *Tamara Hervey*, Jean Monnet Professor of EU Law , University of Sheffield.**  
Topic: Brexit - latest development, impact on UK law and wider implications for EU law.
- 2:45 pm **hlwkh department presentations**
- 3:15 pm Coffee break
- 3:30 pm **hlwkh department presentations**  
**Walk to Cutlers Hall (6 minutes walking)**
- 4:30 pm **Cutler Hall Tour**  
Address: Cutlers' Hall Church Street, Sheffield S1 1HG
- 6:00 pm **Check- in Hotel Leopold and Short Break**  
Address: 2 Leopold Street, Leopold Square, Sheffield, S1 2GZ
- 7:30 pm **Dinner at Silversmiths Restaurant**  
(7 minutes walking distance from the Leopold)  
Address: 111 Arunder Street, Sheffield, S1 2NT

There are after dinner options such as traditional British pubs in Kelham Island, Genting Casino and many bars available in Leopold Square. Suggestions will be made during dinner of where to go.

### 10<sup>th</sup> Feb SATURDAY

- 8:30 – 10:00 am **Breakfast at Leopold hotel**
- 10:00 – 12:00am **Regional meeting Part 2 at Leopold Hotel**  
Follow up on topics from all Europe individual presentations from CONSULEGIS Members  
**Who would like to hold a lecture? Contact until 15<sup>th</sup> January 2018**  
amy@consulegis.com& simongorman@hlwkeeblehawson.co.uk
- 12:00 am **Lunch and close of the European Regional Meeting**

## MEETING PACKAGE EUROPEAN REGIONAL MEETING

### The whole package includes:

1. Lunch Friday (Menu & soft drinks)
2. Seminar & drinks Friday afternoon
3. Cutler's Hall tour
4. Diner Friday Night (includes one large glass of wine)
5. Seminar on Saturday morning
6. Lunch on Saturday (Menu & soft drinks)

➔ **EUR 110€** (the package price excludes: Hotel room, Minibar, Phone, Transport, etc.)  
*Hotel is booked independently by attendees.*

## INDIVIDUAL REGISTRATION AND BOOKING FORM

**Kindly complete one form per delegate and return it to:** amy@consulegis.com / office@consulegis.com

Please "type" directly in the PDF and send it back by E-mail ASAP.

**Deadline for registration: 16<sup>th</sup> of January 2018**

**The CONSULEGIS office will charge the package price directly to your credit card.**

- Meeting Package: European Regional Meeting 2018 (see separate Information Package)  
(9<sup>th</sup> – 10<sup>th</sup> February 2018)  
EUR 110€
- I am taking part in a CONSULEGIS European Regional Meeting for the first time.

Law Firm \_\_\_\_\_

Family/First Name \_\_\_\_\_

Direct Email \_\_\_\_\_ Mobile Phone \_\_\_\_\_  
(Used in case of emergency during the meeting only!)

Billing Address \_\_\_\_\_

(City/Zip/Country) \_\_\_\_\_

Arrival Date \_\_\_\_\_ Departure Date \_\_\_\_\_

Special requests \_\_\_\_\_  
(Special diet, handicap, etc.)

## PAYMENT DATA

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Law Firm \_\_\_\_\_  
First & Family Name \_\_\_\_\_  
Credit Card Type      Visa \_\_\_\_\_      MasterCard \_\_\_\_\_      Amex \_\_\_\_\_  
Credit Card Number \_\_\_\_\_  
Date of Expiration (MM / YY)      \_\_\_\_\_ / \_\_\_\_\_  
Security Number      \_\_\_\_\_  
Card-holder's Name \_\_\_\_\_

I, \_\_\_\_\_ (first & family name), holding the above mentioned credit card, authorize CONSULEGIS EWIV/EEIG, to charge the TOTAL COSTS (+ credit card fee) above mentioned credit card.

Furthermore I confirm that I have read and accepted the cancellation and general conditions (page 9).

With my participation in this CONSULEGIS Meeting, I authorize CONSULEGIS EWIV/EEIG to use image recordings/pictures made of me during the conference on behalf of CONSULEGIS EWIV/EEIG and after approval by the Managing Director solely, but temporally and locally unrestricted, for the following purposes without any compensation to be paid.

CONSULEGIS EWIV/EEIG has the right to use, edit and reproduce such pictures for the usage on the website ([www.consulegis.com](http://www.consulegis.com)) of CONSULEGIS EWIV/EEIG and/ in brochures and/or on leaflets (flyers), and its social networks.

City \_\_\_\_\_

Date      \_\_\_\_\_ / \_\_\_\_\_ /201

**Registration confirmation and invoice will be sent by email.**  
**Please note cancellation policy on your separate hotel confirmation.**

## ACCOMMODATION

### Deadline for hotel booking: 11<sup>th</sup> January 2018

Given the limited number of rooms and the fact that preferential rates cannot be guaranteed for more than the number of rooms reserved for the CONSULEGIS Regional Conference, we recommend that you make your reservations with the hotel as soon as possible.

#### Leopold Hotel

2 Leopold Street  
Leopold Square  
S1 2GZ Sheffield  
United Kingdom

<https://www.leopoldhotels.com>

+44 114 252 4000

This historic property offers a quirky yet luxurious place to meet and sleep, situated centrally on Leopold Square amongst an array of upmarket bars and eateries.



#### Room Rates PER NIGHT

- Double rooms @ £99.00 (around 113€)
- Deluxe King size rooms @ £115.00 (around 131€)
- Mezzanine Suites @ £135.00 (around 155€)

**Price includes Breakfast, VAT and wifi**

#### **To make your booking:**

Please follow the website [www.leopoldhotels.com](http://www.leopoldhotels.com)

Select the room type and date

& enter the code **09022018**.

## CANCELLATION CONDITIONS AND GENERAL CONDITIONS

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### ACCOMMODATION

The rooms have been reserved for the CONSULEGIS European Regional Conference 2018 and are subject to special conditions group sales. Please note individual cancellation conditions and policy on your separate hotel confirmation! All hotel reservations must be guaranteed by a credit and direct payment.

***Given the limited number of rooms and the fact that preferential rates cannot be guaranteed for more than the number of rooms reserved for the CONSULEGIS conference, we recommend that you book as soon as possible.***

Once the numbers of rooms reserved for the CONSULEGIS conference are sold out, or for any stay before or after these dates, you have to make a separate, specific request for availability in the hotel concerned (reservations will be made upon availability and subject to new rates). In case of no show for any lunches/dinners you have registered for, no reimbursement shall be made.

### MEETING PACKAGE

The cancellation conditions for individual participants have been established as follows, entailing the payment of the following charges for the meeting package price: 110 Euros.

No cancellation fees for the lunch, dinners, etc. will be charged if we are notified in writing before **January 16<sup>th</sup> 2018**. From **January 17<sup>th</sup> 2018** or in case of no show, 100 % will be charged. We cannot accept cancellations over the phone.

### INSURANCE (at your own expense)

If you are taking part in a conference program you have the obligation to acquire assistance/repatriation insurance. With regard to your participation in the conference, we recommend that you purchase an insurance policy providing hospitalization and medical expenses coverage.

For your information, the insurance policy may be included if you pay by credit card (please check with your bank to see the details about such coverage). CONSULEGIS accept no liability in case a congress participant fails to purchase such an insurance policy.

### GRAPHICAL MATERIAL

Participants are aware that they may be photographed throughout the duration of the conference. They hereby assign to CONSULEGIS, with their signature of this form, the right to use the material within the official CONSULEGIS communication tools (Internet, Intranet, Newsletter, etc.) for an unlimited term and free of charge.

### GENERAL CONDITIONS

CONSULEGIS reserves the right to cancel or postpone the conference to a later date, change the congress venue and/or program, make any corrections or modifications in the information published in the program and cancel any invitation to participate in the conference, at any time and at its entire discretion, without having to provide any reasons for the same.

Neither CONSULEGIS nor any of its managers, employees, agents, members or representatives shall be held responsible for any loss or damage, of any nature, suffered (directly or indirectly) by a conference delegate, accompanying person or a third party following any cancellations, changes, postponements or modifications.

### FORMALITIES

It is the responsibility of conference participants to ensure compliance with police, immigration, customs and health formalities for their journey. Conference participants unable to take part in the congress because of their inability to take a flight or any other means of transportation due to being unable to provide the documents required (passport, visa, vaccination certificate, etc.) cannot claim any reimbursement.

### HEALTH

The organizers decline any responsibility in case of any health problems existing prior to the conference that may lead to complications or be aggravated during the entire period of the stay including but not limited to: pregnancy, cardio-vascular problems, any allergies, special diets, any disorders under treatment and not yet consolidated on the day the congress starts, psychic, mental or depressive illness, etc.



## CONTACTS

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