****

**BASES Conference 2020 invited lecture/symposia**

**BASES MEMBER PROPOSAL FORM**

**Member details**

|  |  |
| --- | --- |
| Member name |  |
| Institution/Employer |  |
| Contact number |  |
| Email address |  |
| BASES membership number |  |

**Proposed conference session details**

|  |  |
| --- | --- |
| Proposed session title |  |
| Session type | Invited lecture (1 presenter)  Invited symposium (2 presenters) |
| 2nd presenter name (if applicable) |  |
| 2nd presenter institution/ employer (if applicable) |  |
| 2nd presenter email address (if applicable) |  |

|  |  |
| --- | --- |
| Please provide an outline of what the proposed conference session will cover (max. 250 words) |  |
| Please provide an outline of the presenters’ background and expertise (max. 250 words) |  |
| Please explain how this session will be of interest/value to BASES members and BASES Conference attendees and why the topic and/or perspective being presented will provoke discussion (max. 250 words) |  |

Please return this form to the BASES Senior Admin Officer at [officemanager@bases.org.uk](mailto:officemanager@bases.org.uk). **Deadline is 5 pm on Friday 14 February 2020.**

For any queries please call: 0113 812 6162

**Terms & conditions**

* The applicant must be a Professional Member of BASES at the time of submitting the application
* The applicant must be one of the proposed session presenters
* Each proposal is assessed against the following criteria:
  + the impact, value, relevance and interest of the proposed session topic.
  + the expertise of the proposed session presenters.
  + the extent to which the proposed session demonstrates research and/or applied practise of an inter-disciplinary and/or collaborative nature
* For each successful proposal, up to two conference session presenters will have non-residential delegate fees for BASES Conference 2020 (both days) covered by BASES. This does not include accommodation or travel expenses
* In making a proposal, the applicant agrees to abide by each of the terms and conditions contained within this schedule
* This schedule, together with the requirements set out in the application guidelines and any subsequent offer letter, constitute the agreement between BASES and the recipient
* The decision is final in all cases and no correspondence will be entered into.