

# AWARDS DINNER BOOKING FORM

Tuesday 12th June 2018  
Guildhall, London

**DRINKS RECEPTION:** 6:30pm

**CARRIAGES:** 11:30pm

Please complete the form in  
**CAPITAL LETTERS** and  
email to:

**Rebecca George**

**EMAIL:** rebecca.george@wrbm.com

**TEL:** 01293 610 422



## Please complete all parts clearly in BLOCK CAPITALS

- Table of 12** @ £4392 + VAT each  
 **Single ticket(s)** @ £366 + VAT each x \_\_\_\_\_

**TOTAL NUMBER OF PLACES** \_\_\_\_\_ **TOTAL COST** \_\_\_\_\_

### 3 WAYS TO PAY:

- Please find enclosed a cheque made payable to William Reed Business Media Ltd for the TOTAL COST above**

*In the case of emailed back forms, cheque is to follow in the post*

- Please invoice my company at the following address for the TOTAL COST above**

*Quoting purchase order number:* \_\_\_\_\_

- Please call me on the number below to take my credit card details**

*Telephone number:* \_\_\_\_\_

**CONTACT NAME** \_\_\_\_\_ **JOB TITLE** \_\_\_\_\_

**COMPANY NAME** \_\_\_\_\_

**ADDRESS** \_\_\_\_\_

**COUNTY** \_\_\_\_\_ **POSTCODE** \_\_\_\_\_

**TELEPHONE** \_\_\_\_\_ **MOBILE PHONE** \_\_\_\_\_

**EMAIL** \_\_\_\_\_

**SIGNATURE** \_\_\_\_\_

**Only payment by credit/debit card will be accepted 30 days prior to the event**

**How did you hear about the awards?**

- Advert  Email  Phone  Colleague  Website  Other \_\_\_\_\_

**Register me for FREE industry news alerts from thegrocer.co.uk**

**Register me for FREE independents news alerts from conveniencestore.co.uk**

**DATA PROTECTION:** We will keep you informed of products and services from William Reed Business Media Ltd. If you do not want to receive such information please email data.manager@wrbm.com, or write to Data Manager, WRBM, Broadfield Park, Crawley RH119RT. We may also make your contact details available to third parties offering products or services that may be of interest to you (excluding e-mail and mobile numbers). If you do not wish your details to be passed to third parties please tick here.

## BOOKING CONDITIONS

**ACCEPTANCE** Bookings may only be made by completing a booking form in full and are not accepted until written confirmation has been sent by William Reed Business Media Ltd ("the Organiser").

**CANCELLATIONS** can be made up to 10 working days prior to the event. Cancellations must be confirmed in writing and will be subject to a 20% cancellation charge. Cancellations after that date will be subject to full payment. Non-payment or non-attendance does not constitute cancellation. It may be necessary for reasons beyond the control of the organisers to alter the content and timing or location of the event.

**SUBSTITUTES** may be sent for your booking at any time.

**ABANDONMENT OR RELOCATION.** In the event that the Dinner is abandoned for whatever reason the Organiser shall refund any bookings it has received from applicants for places, who shall have no other claim whatsoever against the Organiser.

**SPECIAL ARRANGEMENTS**  
If you have any special requirements, such as wheelchair access or special dietary needs, please let us know in advance.

William Reed Business Media Ltd.  
Registered Office: Broadfield Park,  
Crawley, West Sussex RH11 9RT.  
Registered in England  
No. 2883992 VAT No. 664 3073 52

**Your booking is not confirmed until written confirmation has been sent by William Reed Business Media Ltd.**