

# AWARDS DINNER BOOKING FORM

Monday 2nd November 2020  
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](mailto:rebecca.george@wrbm.com)

**TEL:** 01293 610 422



## Please complete all parts clearly in **BLOCK CAPITALS**

- Table of 12** @ £4620 + VAT each
- Single ticket(s)** @ £385 + 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](http://thegrocer.co.uk)**

**Register me for FREE independents news alerts from [conveniencestore.co.uk](http://conveniencestore.co.uk)**

**DATA PROTECTION:** The Grocer may use your contact data to keep you informed of its products and services by email or by phone. You can withdraw your marketing consent at any time by clicking the unsubscribe link in such email or by sending an email to [dataprivacy@wrbm.com](mailto:dataprivacy@wrbm.com). More information on our processing can be found in our Privacy Notice [<https://www.william-reed.com/William-Reed-Group-Privacy-Notice>]. By submitting this form, you acknowledge that you have read and understand our Privacy Notice.

## 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. Reed may (at its sole discretion) cancel or change the event or your booking or change the date and/or venue for the event for any reason. If you are unable to attend the revised event you should promptly notify Reed in writing before the date of the event that you wish cancel your booking. In the event of cancellation Reed shall reimburse your booking fee and shall have no other liability to you.

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

### 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.**