

# DEWBERRY REDPOINT LTD – STAND BOOKING FORM

LACA Education Catering Exhibition 2020 - Hilton Birmingham Metropole

|  |   |   |
|--|---|---|
| <b>Build up dates:</b><br><b>Tuesday 7<sup>th</sup> July 2020</b><br><b>Wednesday 8<sup>th</sup> July 2020</b>   | <b>Show dates:</b><br><b>Wednesday 8<sup>th</sup> July 2020</b><br><b>Thursday 9<sup>th</sup> July 2020</b> | <b>Breakdown:</b><br><b>Friday 10<sup>th</sup> July 2020</b>  |
| <b>RESIDENTIAL EXHIBITOR PACKAGE COMPRISING:</b>   |   |   |
| <ul style="list-style-type: none"> <li>• 3m x 2m Stand Space</li> <li>• Shell scheme including fascia and nameboard</li> <li>• Two x 120w spotlights</li> <li>• B&amp;B accommodation for 2 people in single occupancy rooms for 2 nights, 8<sup>th</sup> &amp; 9<sup>th</sup> July</li> <li>• Lunch for two on Thursday 9<sup>th</sup></li> <li>• Two places in Conference sessions</li> <li>• Two places at the pre-conference evening on Wednesday 8<sup>th</sup> July</li> <li>• Two places at the Gala &amp; Awards dinner on Thursday 9<sup>th</sup> July</li> </ul> |   |   |
| Total Package cost (MEMBER RATE) £5240 + VAT   |   | tick box to book <input type="checkbox"/>   |
| Total Package cost (NON-MEMBER RATE) £5900 + VAT   |   | tick box to book <input type="checkbox"/>   |
| <b>EXHIBITION STAND ONLY PACKAGE COMPRISING:</b>   |   |   |
| <ul style="list-style-type: none"> <li>• 3m x 2m Stand Space</li> <li>• Shell scheme, nameboard, stand number</li> <li>• Two x 120w spotlights</li> <li>• Two places in conference sessions and lunch for two on Thursday 9<sup>th</sup> July</li> </ul>   |   |   |
| Total Package cost (MEMBER RATE) £3800 + VAT   |   | tick box to book <input type="checkbox"/>   |
| Total Package cost (NON-MEMBER RATE) £4560 + VAT   |   | tick box to book <input type="checkbox"/>   |
|  |   | <b>Same Stand</b> _____<br><br><b>1<sup>st</sup> choice</b> _____<br><br><b>2<sup>nd</sup> choice</b> _____ |
| * floorplan is subject to change   |   |   |
| Person placing order   |   |   |
| Job Title  |   |   |
| Organisation   |   |   |
| Invoice Address  |   |   |
| Correspondence address (if different from above)   |   |   |
| Correspondence contact (if different from above)   |   |   |
| Telephone  |   |   |
| Email  |   |   |

**BOOKING TERMS AND CONDITIONS:**

- A non-refundable deposit of 10% of the package price + VAT will be invoiced upon receipt of this form.
- The 90% balance + VAT will be invoiced on Friday 10<sup>th</sup> January 2020.
- Cancellations must be made in writing to Dewberry Redpoint, Riverbridge House, Anchor Boulevard, Crossways Business Park, Dartford DA2 6SL and received no later than Thursday 9<sup>th</sup> January 2020. Stand cancellations after this date will incur the full 100% charge to be due.
- Payment terms are 30 days from the date of the invoice.
- All stands must be paid for in full prior to the event, failure to do so will result in the loss of the right to exhibit and you will remain liable for the full stand costs.
- If you book at the member rate and subsequently lapse your membership before the show dates, a surcharge to the non-member rate will be applied one month prior to the show date. This invoice must be paid prior to the show.

**CUSTOMER SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**Email completed booking form to [laca@dewberryredpoint.co.uk](mailto:laca@dewberryredpoint.co.uk)**