

Exhibitor Booking Form

**Wednesday, 9th October 2019 - Somerset Cricket Ground, Taunton**

**Tuesday, 12th November 2019 - The** **Fleet Air Arm Museum, Yeovilton**

Each event runs from 9am – 7pm and will be split into two sessions 9am – 3pm and 4pm – 7pm.

We offer exhibitors the opportunity to attend all day or just the morning or the evening session.

The cost to exhibit all day is £200 (which includes refreshments throughout the day and lunch)

The cost for the morning session is £200 (which includes refreshments in the morning and lunch)

The cost for the evening session is £100

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| --- | --- | --- |
| Organisation Details | | |
| Company Name: | | |
| Address: | | |
| Contact Name: | Tel: | Email: |
| Please provide a few words about your organisation for us to use in the Exhibitor Directory  *(Include web address, Twitter handle and Facebook page if available)* | | |
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| Invoice Details | | |
| Invoice address  (If different from above) |  | |
| Purchase order No. (if required) |  | |
| Finance Contact: | Tel: | Email: |

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| --- | --- | --- | --- | --- | --- | --- |
| Exhibition Space | | | | | | |
| Each exhibition space includes:   * **1 x standard trestle table, 2 x chairs** * **Tea/coffee (2 servings) and lunch for a max of two people per stand**   *Power can be supplied for a small charge and additional refreshment packages can be purchased as required*  Space is available in multiples or bespoke upon request – please contact us to discuss your requirements | | | | | | |
| I would like to book exhibition space on the following dates *(please tick appropriate box)* | | | | | | |
| **Date** | **All Day (£200)**  **9am -7pm** | | **Morning (£200)**  **9am – 3pm** | | **Afternoon (£100)**  **4pm – 7pm** | **Cost** |
| Wednesday, 9th October 2019 |  | |  | |  | £ |
| Tuesday, 12th November 2019 |  | |  | |  | £ |
|  | | | | | | £ |
| **Sub Total** | | | | | | £ |
| Additional Requirements | | | | | | |
|  | | **9th Oct 2019** | | **12th Nov 2019** | | **Cost** |
| Power Sockets @ £10 per day | | Qty: | | Qty: | | £ |
| Additional refreshment package @ £5 per person | | Qty | | Qty: | | £ |
|  | |  | | **Sub Total** | | £ |

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| **Invoice Total** | £ |

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| Additional Information | | |
|  | **9th Oct 2019** | **12th Nov 2019** |
| Number of people on your stand? |  |  |
| How many vehicles will you be bringing? |  |  |
| Will you want to set up the day before? |  |  |
| Please let us know if you have any additional or unusual requirements and we will do our best to accommodate you. | | |

**Terms and Conditions**

**By signing this booking form, you are agreeing to:**

* Ensure your stand is staffed at all times for the duration of the event
* Comply with the Health & Safety at Work Act 1974 and any regulations made there under
* Pay the exhibition stand cost as detailed above, this will be invoiced to you once your booking has been confirmed

**Cancellations**

* Should be made in writing
* Cancellations made within two weeks of the event will incur the full cost of the original booking
* Cancellations made within a month of the event will incur a £100 admin fee

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| --- | --- |
| Signed in agreement: |  |
| Print Name: |  |
| Position: |  |
| Date: |  |

Please send the completed form to Sarah Johnson: [sscf@btinternet.com](mailto:sscf@btinternet.com)  
Once your booking has been received confirmation will be sent to you via email

For further information please contact: Sarah Johnson: 07714 396346 or Julie Young: 07929 778703