

**FOR OFFICE USE ONLY**

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|--|--|---|--|----------------------|
| Date form received:                        | Date payment received:                           | Invoice number:                                     | Payment Amount:  | Payment Method:      |
| <input type="text"/>                       | <input type="text"/>                             | <input type="text"/>                                | <input type="text"/>   | <input type="text"/> |
| <input type="checkbox"/> Receipt sent      | <input type="checkbox"/> Reg list sent           | <input type="checkbox"/> Goody Bag payment received | <input type="checkbox"/> GDPR form sent                        |                      |
| <input type="checkbox"/> FB Post Schedule  | <input type="checkbox"/> Hash tag sent           | <input type="checkbox"/> Set up email sent          | <input type="checkbox"/> GDPR form received                    |                      |
| <input type="checkbox"/> Event poster sent | <input type="checkbox"/> Goody Bag info received | <input type="checkbox"/> Web ad uploaded            | <input type="checkbox"/> Public Liability Certificate received |                      |



**Celebration Events Booking Form**  
 2019 Spring Wedding Fayre • Sunday 7th April 2019 • Starting from £185

**Exhibitor details - please read & complete ALL details**

|                     |                  |
|---------------------|------------------|
| Company Name;       | Email address;   |
| Contact Name;       | Landline number; |
| Nature of Business; | Mobile number;   |
| Address;            | Facebook URL;    |
|                     | Twitter Name;    |
| Web address;        | Instagram;       |

**REQUIREMENTS**

**Space**

Standard space of 2.5m x 2m @ £185

3m x 2m stand @ £220

3.5m x 2m stand @ £255

**Equipment**

No equipment, just the space

Chairs - How many

Poser table

Small square table

4ft trestle table

6ft trestle table

5ft round table

Table cloth @ £5

Electric Socket @ £20

**Additional items** ie. tables & chairs can be purchased from the venue reception on the day, however rates will be higher than those above, and payable direct to the venue.

If we are able to accommodate the requirement, would you like to be next to another exhibitor? This will need to be in the other exhibitors written agreement.  Yes  No

Next to who:

How many company representatives will be present on the day?   
 Please give their names.

**REFRESHMENTS**

ONE drink voucher, per person (maximum two per stand) can be found in your lanyard at your stand on the morning of the fayre. Please hand in your drink voucher, in return for your hot or cold drink, at the designated exhibitor refreshment area on the day.

**A LITTLE EXTRA**

Inclusion in the catwalk @ £75

Decorative items on the stage @ £50

Decorative items in the foyer @ £50

Pop up banners around the venue @ £10 each

Items in the goody bags @ £10

Basic 6 month listing on our Suppliers web page @£10

Premium 6 month listing on our Suppliers web page @£25

The items to be included within the goody bags have to be with Celebration Events THREE WEEKS before the event date

**Sponsorship** Should you wish to be a main event sponsor please get in touch. There are opportunities to sponsor the event itself as well the catwalk show.

**Saturday set up, 2 hour time slot @ £25**   
*\*Times will be confirmed in the week running up to the event & will be non-negotiable.*

**PAYMENT DETAILS**

**The price of a stand includes;**

- The space
- Selected table
- Chairs
- Vat
- Advertising in local presses
- On the internet / social media
- Refreshment
- Banners / Posters / Flyers
- Company details included within the exhibitor list
- A copy of the opt'ed in database after the event

Please return the completed booking form, along with full payment in order to confirm your booking.

All details on the booking form will be taken into account when locating your stand within our floor plans. **Please therefore keep a copy of your booking form for your reference.**

**Completed paperwork** should be returned by email (info@wecelebrate.co.uk) or by post; PO BOX 142, Llandudno, LL30 9BL.

**Payments** can be made via bank transfer to; CELEBRATION EVENTS; Sort Code: 20-51-23 Account Number: 13982696