

CELEBRATION EVENTS BOOKING FORM

FOR OFFICE USE ONLY

2018 Autumn Wedding Fayre Venue Cymru, Llandudno

21st October 2018 | Starting from £180

CONTACT DETAILS

Date form received: <input type="text"/>	Date payment received: <input type="text"/>
Payment amount: <input type="text"/>	Payment method: <input type="text"/>
<input type="checkbox"/> Advert uploaded	<input type="checkbox"/> Hash tag sent
<input type="checkbox"/> Event poster sent	<input type="checkbox"/> goody bag info received
<input type="checkbox"/> Ticket registration link sent	<input type="checkbox"/> Set up email sent

Exhibitor details - please read & complete ALL details

Company Name; <input type="text"/>	Email address; <input type="text"/>
Contact Name; <input type="text"/>	Landline number; <input type="text"/>
Nature of Business; <input type="text"/>	Mobile number; <input type="text"/>
Address; <input type="text"/>	Facebook URL; <input type="text"/>
<input type="text"/>	Twitter Name; <input type="text"/>
Web address; <input type="text"/>	Instagram; <input type="text"/>

items on the stage

REQUIREMENTS

At the Venue Cymru Wedding Fayre you are allocated a space of **2.5m x 2m containing a 6ft trestle table & two chairs**. Your display items will need to be contained within this space. **If you need any additional items or space, please see below;**

- | | |
|--|---|
| <input type="checkbox"/> 4ft trestle table instead of the 6ft trestle table | <input type="checkbox"/> Just the space |
| <input type="checkbox"/> 5ft round table instead of the 6ft trestle table | <input type="checkbox"/> Remove all tables |
| <input type="checkbox"/> A small brown lounge table instead of the 6ft trestle table | <input type="checkbox"/> Remove all chairs |
| <input type="checkbox"/> Poser table instead of the 6ft trestle table | <input type="checkbox"/> Table cloth @ £5 each |
| | <input type="checkbox"/> Electric socket @ £20 each |
| | <input type="checkbox"/> Extra chairs - £2 each |
- How many?

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.

Extra space

Increase to 3m x 2m space = additional 1m squared
= £215 per stand

Increase to 3.5m x 2m space = additional 2m squared
= £250 per stand

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

How many company representatives or colleagues 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, in your exhibitor envelope 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 | <input type="checkbox"/> |
| Items on the stage @ £50 | <input type="checkbox"/> |
| Items in the foyer @ £50 | <input type="checkbox"/> |
| Pop up banners around the venue @ £10 each | <input type="checkbox"/> |
| Items in the goody bags @ £10 | <input type="checkbox"/> |
| Basic 6 month listing on our Suppliers web page @£10 | <input type="checkbox"/> |
| Premium 6 month listing on our Suppliers web page @£25 | <input type="checkbox"/> |

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.

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

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 | • Refreshments |
| • 6ft trestle table | • Banners / Posters / Flyers |
| • 2 chairs | • Company details included within the exhibitor list |
| • Vat | • A copy of the opt'ed in database after the event |
| • Advertising in local presses | |
| • On the internet / social media | |

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 cheque, payable to; CELEBRATION EVENTS or, via bank transfer to; 20-51-23 13982696

Total amount enclosed

