



BOOKING FORM AND CONTRACT FOR STAND SPACE

Sunday 8th February 2009 11am-3pm Sunday 4th October 2009 11am-3pm

Company Name: _____ Tel.No Day: _____

Contact Name: _____ Tel. Mobile: _____

Address: _____

Post Code: _____ E-mail: _____

Nature of Product/Service: please tick an accurate description of product / service to be displayed, any product or service not mentioned will not be allowed on your stand. Please note we limit each category to five and will use this information when compiling the floor plan:

- Florist Rings Stationery/Invitations Cakes Cars Bridal Wear
 Photography Formal/Suit Hire Gift List Toastmaster Videographer
 DJ / Disco Live Entertainment Magician Hair and Beauty
 Other (Please state) _____

- Single Stand** ó 6 ft x 2ft 6ö table, and two chairs **£250.00 including VAT per show**
- Double Stand** ó Two 6ft x 2ft 6ö tables, and three chairs **£385.00 including VAT per show**
- Electricity Required** (PLEASE NOTE: If you do not request electricity, we cannot guarantee it on the day)
- Leaflets/Promotional gift to go in Addington Palace bags, £35 per show
Please supply 200, four weeks prior to the event
- Car companies ó how many cars will you be displaying? (Max 3) _____

All exhibitors will receive two complimentary lunch bags



TERMS & CONDITIONS:

For Health and Safety reasons, your stand should be set up by 10.30hrs and not dismantled before the end of the show at 1500hrs. You will have until 1600hrs to breakdown your stand, please note that we are unable to store items on your behalf, so you will be required to take everything away with you.

Only Wedding Cars will be allowed to park directly outside the Royal Marquee. All other vehicles may unload before 1030hrs and then free parking will be provided within the grounds of the Palace.

Please note that only one company is allowed per stand booked.

We reserve the right to alter the programme.

CANCELLATION CONDITIONS:

1. Cancellation 6 weeks or more prior to the Wedding Fayre ó 50% of full payment
2. Cancellation within the 6 weeks before the Wedding Fayre ó Full payment due.

I / We agree to pay Addington Palace the **full payment** and enclose a cheque for £_____ to reserve space at the above Wedding Fayre/s.

Please make cheques payable to **ADDINGTON PALACE LTD.**

I/We understand that unless full payment and confirmation is received, stand availability will not be guaranteed.

Signature _____ **Date** _____

Signature _____ (for and on behalf of Addington Palace Ltd) **Date** _____

Please return signed to:-

The Sales Team

Addington Palace Ltd. Gravel Hill,
Addington Village, Croydon, Surrey CR0 5BB
email: weddings@addington-palace.co.uk
Website: www.addington-palace.co.uk

Tel: 020 8662 5000 Fax: 020 8662 5026