

## SANDOWN RACECOURSE APPLICATION FORM 2009

Name:..... Business Name:.....

Address:..... Tel No:.....

..... Fax No:.....

..... E mail:.....

..... Post Code:..... Web site:.....

Name of Public Liability insurer:..... Policy No:.....

Brief description of your work for Event Catalogue (12 words max):.....

.....

### Stands in Surrey Halls

**Electricity: Free** Please state watts required so we can load circuits safely

**Tables: Free** Size is 1.85 x 0.70 metres

**Screens: By Special Request**

**Handbills:** Please do your utmost to distribute these to promote the event.

**Invitations:** for your valued customers, galleries etc. Only one per household/address please.

**Please enclose a cheque for £60 as deposit and a second cheque for the balance (for preference 1) dated 1 August 2009 with this application, making the cheque payable to Oakleigh Event Management or complete card details at bottom of form and we will charge the deposit on booking and balance on 1 August**

Please note this year prices are not subject to VAT as we regard stalls as rental of space which can be VAT free

A cancellation charge of £60 per show applies up to 31 July 2009. After 1 August, the full rental will be retained upon cancellation.

The organiser may refuse an application without giving the reason for refusal.

NB The organiser cannot be held responsible for the loss, theft or damage to goods, property or persons howsoever caused. Exhibitors must take out their own insurance.

**Please keep a copy of the completed booking form:**

Card details – Type:

Number:

Start: Exp:

SEC:

### APPLICATION REQUESTS

Please circle your choices

Stands Frontage x Depth (m)	Costs (£)	Indicate Preference
2.0 x 2.0 Centre	200	
2.0 x 2.0 Centre Corner	250	
2.0 x 2.0 Wall	250	
2.0 x 2.0 Wall Corner	300	
4.0 x 2.0 Centre	300	
4.0 x 2.0 Centre Corner	375	
4.0 x 2.0 Wall	375	
4.0 x 2.0 Wall Corner	450	
<b>*Larger Stands</b>		Contact us for price
Table	Free	
Screens	On Request	
<b>Electricity</b>		
Free	Required wattage	
Handbills	Number required is.....	
Invitations (max 10)	Number required is.....	

### Special Requests:

I have read the Terms and Conditions of Booking and agree to abide unreservedly by them

Signed: