

Hawley Mill, Hawley Road, Dartford, Kent DA2 7TJ, UK

Telephone: +44 1322 626 956 Mobile: +44 522 946 092 Email: george@groundhandling.com

### TABLE-TOP STAND BOOKING FORM

#### EXHIBITOR DETAILS

Trading Name (for invoicing)			
Contact			
Address			
Telephone		Email	
Website			

#### OPERATIONS CONTACT DETAILS (if different from above)

Company Name to appear in publicity			
Contact			
Telephone		Email	

#### BOOKING DETAILS - 3mx2m Table-top stand will cost \$3,800 which includes:

- ❖ 3m (w) x 2.2m (h) back panel which can be branded. 1 display table, 4 Chairs, 2 Spotlights and 1 Power socket
- ❖ One free exhibitor badge - includes lunches, coffee breaks, welcome party and delegate dinner
- ❖ Up to four discounted badges at the rate of \$700 per exhibitor badge (subsequent badges will be charged at the full rate of \$999)
- ❖ Logo and profile in conference guide, logo on conference website, delegate personal page and also included within the conference app
- ❖ Dedicated GHI contact to handle your enquiries both before and during the conference
- ❖ Access to GHI's One-to-One Meeting system to plan meetings with your customers on your stand
- ❖ Opportunity to host product demonstration on your stand

Preferred stand selection			
Choice 1		Choice 4	
Choice 2		Choice 5	
Choice 3			

Table-top Stand			Total amount
3m x 2m Table-Top stand (includes 1 free exhibitor badge)	\$3,800	✓	\$3,800
Additional Badges		Please select	
1 exhibitor badge	\$700		
2 exhibitor badges	\$1400		
3 exhibitor badges	\$2100		
4 exhibitor badges	\$2800		
Total amount to be invoiced			\$

Hawley Mill, Hawley Road, Dartford, Kent DA2 7TJ, UK

Telephone: +44 1322 626 956 Mobile: +44 522 946 092 Email: [george@groundhandling.com](mailto:george@groundhandling.com)**PAYMENT TERMS**

All invoices have 30 days' payment terms from date of invoice. Please note stands booked within 30 days of the start of the event must be paid for in full prior to the event opening.

Invoice date	Payment terms	Invoice amount
Due 30 days from signing	30 days from date of invoice	\$
<b>Total payable</b>		\$

**TERMS & CONDITIONS**

Please read the terms and conditions: <http://groundhandling.com/termsandconditions/tabletop.pdf>

Please read our privacy policy: <https://privacypolicy.markallengroup.com/>

In the event that we are made aware that someone who attended or worked at the conference has fallen ill with COVID-19 within 14 days of the event, we will notify event attendees with whom they may have come into contact of this. We will not share the person's name, company or any other personal information.

**CUSTOMER AUTHORISATION**

This is our application for stand space at the Exhibition stated above and once the choice is accepted by the Organisers then a contract shall exist which shall include the Terms and Conditions.

I confirm that I have read the Terms and Conditions and have retained a duplicate copy for our own references. I agree to observe and be bound by them and that I understand the cancellation charges and that I am authorised to sign this document on behalf of the above Exhibitor. In no circumstances, will an Exhibitor be allowed to take part in the Exhibition if an invoice is outstanding.

<b>Signature:</b>		<b>Print Name:</b>	
<b>On Behalf of (Company Name):</b>		<b>Date:</b>	
<b>Email:</b>		<b>Position:</b>	