

LANGRISH HOUSE WEDDING FAIR

Sunday 29th January 2012 10.30am to 3.30pm

Company Name:

Contact:

Address:

.....

..... Post Code:

Telephone: Fax:

Email:

Website:

- Please reserve a 6 ft Stand @ £160.00 + VAT (£192.00)
- Please reserve a 12 ft Stand @ £260.00 + VAT (£312.00)
- Please reserve a 2ft Stand/Standing Space @ £55.00 + VAT (£66.00)
- I would like my leaflets to be distributed @ £ 35.00 + VAT (£42.00)
- I will not be able to take a Stand this year.

(Please tick as appropriate)

Special Requirements if any :

Number of people who will be on the Stand:

Payment Details:

I/We enclose a cheque to Langrish House Hotel Ltd. for:

Or

Card Number: Start Date: | | End Date: | |

Issue Number: Security Number (last 3 digits on reverse).....

Name of Card Holder:

By completing this from you agree to abide by the Terms and Conditions and in particular will not exceed your allotted space in fairness to other Exhibitors.

Signed: Date:

TERMS AND CONDITIONS

BOOKING A Booking can only be confirmed with cleared Payment. Payment for the Stand should be received by Langrish House on booking, with the Application Form. A VAT receipt will be issued when payment is made.

THE NUMBER OF STANDS is restricted and we will only accept a limited number of Exhibitors from each category, so once that limit has been reached, no more Exhibitors can be accepted. Book early to avoid disappointment!

POSITION The Wedding Fair takes place in a number of different rooms. Some Exhibitors do request particular rooms, and particular positions in those rooms. Priority for special requests will therefore be given in order of formal booking.

ENTRY The House will be open from 08.30 on the Sunday morning and Stands may be arranged from that time, but not before please, so as to avoid disturbing overnight guests. All Stands should be ready by 10.00am (30 minutes before the start of the Fair). Exhibitors using the Dining Room will not be able to set up before 10.00am and will need to be ready by 10.30am.

PARKING On arrival please unload as quickly as possible and then move your car to the allocated parking at Bardens next door. There is a gate connecting the two premises for easy access.

PLEASE DO NOT PARK in the Langrish House parking area - we have to leave 'our' parking free for the Wedding Fair guests.

PLEASE MAKE SURE that any people coming to help on the Stand, later in the day, know their parking is allocated at Bardens.

STANDS Please be sure to bring any lighting you may need, back boards if required, table coverings, and a sack for rubbish. Requests for extension cables will be on a first come, first served basis and should you wish to hire table linen there will be a charge.

PAT TESTING Please note that any electrical equipment brought into the House must have a current PAT test Certificate.

NOTHING please, should be directly attached to our walls/paneling to avoid damage. A charge will be made for any damage caused.

REFRESHMENTS It will be possible for both Guests and Exhibitors to buy Light Refreshments on the day. Exhibitors will be given vouchers so they may have coffee free of charge during the morning, and in mid-afternoon

END OF THE DAY It is a condition of the Contract that Exhibitors do not dismantle the Stands before 3.30pm when the Fair ends. Please leave your stand as clean as possible.