

THE GREAT IDEA ESCAPE

GALA DINNER BOOKING FORM

1 March 2012
The Brewery, Chiswell Street, EC1Y 4SD
6.30pm for 7.30pm.

Send this booking form with your cheque to MAA, 4 New Quebec Street, London W1H 7RF. Please telephone 020 7535 3550 if you have any queries or for BACS payments, see below. **BOOK IMMEDIATELY TO AVOID DISAPPOINTMENT**

Name of organisation: _____ Contact for this booking: _____

Address: _____

Postcode: _____ Telephone: _____

Please note:

- 1) The Best Awards event is as follows: There is a reception featuring a gallery of shortlisted work followed by dinner, entertainment and then the awards presentation. After the presentation there will be dancing until 01.30.
- 2) All prices for guests include unlimited drinks reception and half bottle of wine per head. Full cash bar available afterwards.
- 3) Tables are sold as twelve guests per table. Full tables of 12 guests are given sales priority. If you require fewer than 12 tickets these will be sold subject to availability and at a premium rate.
- 4) Tables are sold on a first come first served basis, but guaranteed premium tables in the front circle can be booked on request at a surcharge.
- 5) Vegetarian requirements for dinner guests must be specified no later than 7 days in advance.
- 6) All names of table guests must be provided no later than 14 days in advance.
- 7) Liability for cancellations (full payment) will be incurred later than 21 days in advance.
- 8) Overnight accommodation is not available at the Brewery, but MAA can provide a list of local hotels in the area.

Number of tables required: _____ £ _____
(at £3,695 per table, 12 places
or £4,095 for a premium table
or £2,195 for 6 places,
or £2,395 for a premium half table)

Total value before VAT: _____ £ _____

Standard rate 20% VAT applies: _____ £ _____

Cheque total enclosed
(or BACS payment sent): _____ £ _____

Agency Purchase Order number _____

(Cheques are payable to MAA Ltd and must include VAT at 20%. Receipts will be issued retrospectively. For BACS transfers, the Account Name is Marketing Agencies Association Ltd; Sort Code is 30-93-68; and Account Number is 01232935. Please use the same purchase order number in your electronic transfer reference)

Company principal/authorised signatory: _____
(Sign and print name)

Name of table host(s): _____

Please list the table guests attending on a separate sheet. This is very important. Please also be sure to tell us if any of your guests require a vegetarian meal. We also need to know the names of any additional after-dinner guests.