

Innovation Marketplace : 26 June 2008

Exhibition Space Booking Form



SPONSORED BY:



Making Innovation Flourish

Cwneud i arloesedd ffynnu



'Aiming High'

INNOVATION MARKETPLACE EXHIBITION

Parkway Hotel, Cwmbran : Thursday 26 June 2008

Exhibition: 5.00pm – 8.30pm Awards & Guest Speaker: 6.00pm – 7.30pm

Guest Speaker: Ian Woodall, Everest Mountaineer and Author

Yes, please reserve my exhibition stand NOW

PAYMENT DETAILS (please complete as appropriate)

STAND COST: £50+VAT for any business established less than 12 months and any social enterprise business:
£100+VAT for all other organisations

<input type="checkbox"/>	I am a social enterprise business/ My business is less than 12 months old	Total amount due £58.75
<input type="checkbox"/>	I am not in either of the above categories	Total amount due £117.50
<input type="checkbox"/>	I enclose a cheque to the sum of £	(payable to Merthyr Tydfil County Borough Council)
<input type="checkbox"/>	Please send an invoice to the address below using purchase order number:	

Name:			
Position:			
Name of organisation:			
Address:			
Postcode:			
Tel:		Fax:	
Mobile:		E-mail:	
Sector:			
Number of Employees:			
Business Description: (to go on HOVIP website)			
What type of visitors do you want at the exhibition?			
Signed on behalf of Exhibitor:			

This booking is subject to the Terms and Conditions on the reverse side of this agreement. Please note that all prices are subject to VAT at the current rate of 17.5%. Please retain a copy of this agreement for your records.

Please complete and return this form with full payment to:

Phil Burkhard, HOVIP Manager, Merthyr Tydfil County Borough Council,
Civic Centre, Castle Street, Merthyr Tydfil, CF47 8AN

OR

Fax Back to 01685 723 751

Tel: 01685 725 469 Email: phil.burkhard@merthyr.gov.uk Visit: www.hovip.org.uk



Heads of the Valleys Innovation Programme (HOVIP) aims to increase the capacity for innovation in businesses in the region. HOVIP2 is supported by the Welsh Assembly Government HoV Regeneration initiative and is hosted by Merthyr Tydfil County Borough Council. See www.hovip.org.uk



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Terms and Conditions

- Exhibitors to set-up during the times specified in the Exhibitors Information.
- Exhibitors are not permitted to remove any stands, promotional literature or other equipment from the venue until the specified closing time or until authorised by the Event Organiser (HOVIP).
- HOVIP will heavily promote the event, but do not guarantee attendee numbers at the event.
- HOVIP will target your stated preferred visitors but do not guarantee their attendance at the event.
- Exhibitors to adhere to the requirements laid out in the Exhibitors Information.
- Stand includes:
 - 3m x 1m exhibition space (Velcro-compatible boards)
 - 1 table with white cover
 - Exhibitor name board
- The full cost of the Exhibition Stand is due upon receipt of this Booking Form. Cancellation made less than 28 days prior to the event or non-attendance on the day will result in the full cost being incurred.
- Please note: for late bookings we cannot guarantee that you will not be situated next to/near competitors.