



TRADE BOOKING FORM

Stoneleigh Park,
Warwickshire, CV8 2LG

Please complete the entire form (Parts 1-7) in BLOCK CAPITALS

Preferably submit the form or scan/email as an attachment to info@livepromotions.co.uk

If you don't have the facility to send digitally please post to:

MG AND TRIUMPH SPARES DAY EXHIBITIONS DEPT, C/O Live Promotions Events Ltd, Riverside Quay, Double Street, Spalding, Lincolnshire, PE11 2AB. Tel: 01775 768661

PART 1 – Company/Contact details

Company Name:

AS PRINTED IN OFFICIAL SHOWGUIDE

Contact Name: (Please give the name of the person with whom we should liaise about your participation).....Position:.....

Address:.....

.....Postcode:.....

Telephone No:.....On Site Mobile No:.....

Email Address:

Invoice Name/Address (if different to the address above):

.....

.....

PART 2 – Stand Information

A. INSIDE SPACE

1. SELECT HALL:

HALL 1 HALL 2 HALL 3 (Limited Space available)

2. CHOOSE STAND SIZE:

SIZE	HALL 1 – NO OF PITCHES		HALL 2 – NO OF PITCHES		HALL 3 – NO OF PITCHES		AGREED STAND NUMBERS	AMOUNT DUE
3m x 3m	£95		£100					
4m x 2m	£75		£80		£65			
4m x 4m	£130		£135					
Sub Total A								£

B. CLASSIC CAR SALES

£30 PER CAR	QTY:	
Sub Total B		£

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PART 3 – Ticket Allocation/Extras

	PERSONNEL	ON STAND VEHICLE	CAR PARK VEHICLE
PER PLOT	2	1	1

Tickets are dispatched two/three weeks prior to the event.

C. EXTRAS

ITEMS	PRICE	QUANTITY	AMOUNT DUE
Exhibitor Pass	£10 each		£
Table Hire	£10 each		£
Electric 13amp	£80		£
Vehicle Pass	FREE		NIL
Sub Total C			£

PART 4 – Payment Details

<p>CREDIT/ DEBIT CARD PAYMENT</p> <p> <input type="checkbox"/> Visa <input type="checkbox"/> Mastercard </p> <p>Card Number: / / /</p> <p>Expiry Date: / Security Code:</p> <p>Card Holder Name and Address:</p> <p>.....</p> <p>.....</p> <p>.....</p>	<p>Subtotals A+B+C</p> <p>TOTAL</p> <p>£.....</p>
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I enclose cheque for the full amount of £.....

Please Quote order no if required for invoicing purposes

**PLEASE MAKE CHEQUES PAYABLE TO
LIVE PROMOTIONS EVENTS LTD**
Any applications made later than 1 month prior to the event must include FULL payment.

PART 5 - Declaration

By completing this booking form you are entering into a contract with Live Promotions Events Ltd and acknowledge all terms and conditions (see www.mgandtriumphsparesday.co.uk for details) Please tick here to acknowledge that you have read our terms and conditions.

Signed: Date:.....

Print.....Position:.....

VAT Number: 759 9343 71 Company Registration Number: 4006521 Registered under the Data Protection Act: Z7209259

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FOR OFFICE USE ONLY			
Date Received		E.O.Max	
Stand Number		Tickets Sent	
Invoice No		Comps	
WB		VP/ECP	
Worldpay Ref		£	
Cheque No		£	

PART 6 – Risk Assessment Form

Please consider what risk there is to those building up trade stands and to members of the public during the event. Outline the steps you propose to take to minimize the risk. To enable us to plan and manage the show safely you must fill in the risk assessment form. Any loss occurring from any hazards/risks introduced to the show we are unaware of you will be held fully liable.

Company:	
Responsible Person:	
Date Assessment undertaken:	
Mobile number for onsite contact:	
Signature of assessor:	

Hazard	Persons at risk	Controls to minimize risk

Please continue on a separate sheet if required.

Hazards may include: slipping/ tripping hazards, moving part of machinery, noise, work at height, fumes, LPG on site.

Persons at risk: contractors, members of the public, stand staff

Controls to minimize risk: provide adequate training, fire evacuation plan, and adequate procedures.

PART 7 – Public Liability Insurance Details

Insurer Name:		Branch:	
Policy number:		Expiry Date:	