

UKCMG TEC 2010 Exhibition Stand Booking Form

Please complete and return this form immediately to reserve your preferred stand.

EMAIL: ukcmg@ukcmg.org.uk FAX BACK TO: 020 8421 5457

Please reserve the following space for our company:

Please note that stands will be allocated on a first come, first served basis on receipt of signed booking form.

1st choice: Stand No:

2nd choice: Stand No:

3rd choice: Stand No:

In the event that none of the above stands is available, we will advise you accordingly.

Contact Name.....Job Title.....

Company name :.....(Exhibitor)

Company address:.....

Town.....County.....Post code.....

Telephone.....Fax.....

Email.....

Invoice address if different from above.....

We would like to apply for Exhibition space at the UKCMG TEC Event on 17th & 18th May 2010 at the Oxford Belfry Hotel, Oxford.

Signature.....Date.....

Position within the company.....

Purchase Order number.....

Payment Terms & Cancellation

Exhibitors and sponsors, please note that 100% of the fee is due immediately upon receipt of invoice. (All payments MUST be received before the commencement of the Exhibition). Cancellation of Exhibition space must be submitted in writing to UKCMG, Kebbell House, Carpenders Park, Watford, WD19 5BE. No refund will be made unless the stand space can be re-sold.

Floor Plan Changes

The Organisers reserve the right to make changes to the Exhibition floor plan if they consider it to be in the best interests of the Exhibition. This will not reduce the size of any Exhibition stand. If changes are made, notification and an updated floor plan will be forwarded to Exhibitors immediately.