



2021 Sevenoaks Business Show
Wednesday 22nd September 2021: Open to the public 10am – 2pm

BOOKING FORM

Company Name:	
Contact Name:	
Email Address:	
Website Address:	
Twitter Handle:	
Facebook Address:	
Company Address:	
Office Tel:	
Mobile Tel:	
Contact email:	
Description of Company Service / Products 50 words for the show guide	
Table/2 chairs OR space Please note only one roller banner per company due to limited space	
Total cost of package for above	£130 & VAT £50 & VAT for Charity Stalls

I agree to the terms and conditions set out below relating to the Sevenoaks Business Show

Name

Signed

Date

Town Team

Business Show Terms & Conditions

- i) All exhibitor spaces must be set up by 9.30am on Wednesday 22nd September 2021. The Centre will be open from 8.00am.
- ii) The show will close at 2pm and all exhibitor spaces must be vacated and fully emptied by 3.30pm.
- iii) It is the exhibitor's responsibility for the transport of goods to and from the venue and for their safekeeping during the show.
- iv) Exhibitors should arrange their own insurance.
- v) Exhibitors should adhere to national trading standards legislation.
- vi) The management of the event reserves the right to refuse any application for participation.
- vii) Exhibitors should be aware that there is no storage space available at the event venue
- viii) All exhibitors are required to conduct themselves in a manner in which they would wish to be treated at all times. Any person, group or organisation deemed to be using inappropriate language or behaviour towards a member of staff or public will be unable to use the facilities for this purpose again and may be asked to leave the premises.
- ix) No refunds on booking are provided unless the show is cancelled.
- x) The management of the event reserves the right to recall any bookings made which have been sold on to a third party.
- xi) All exhibitors are to help promote the event with their clients and members.
- xii) Please notify the organiser if you are booking on behalf of a membership organisation.

Payment

Payment is to be made on booking by cheque payable to Sevenoaks Town Council, or via BACS:

Account name: Sevenoaks Town Council

Account number: 23169788

Sort code: 60-19-02

Please use "your name-STCBS" as the reference when making payment.