

BOOKING FORM

The **2012 Sustainable Housing Awards** will take place during a lunchtime ceremony at the London Hilton on **Friday 19th October 2012**.

Last year's awards were presented by Marcus Brigstocke and attracted nearly 600 people. We expect 2012 to be just as well attended, with a cross section of senior industry figures including representatives of government departments, chief executives of leading social housing providers and representatives of the main trade and professional bodies.

To confirm your attendance, please carefully complete this booking form and return to Createvents.

For table bookings & event logistics:

Contact: Maria Myers, +44 (0) 1252 781178
Fax: +44 (0) 1252 781175
Email: maria@createvents.co.uk
Mail: Sustainable Housing Awards
c/o Createvents Ltd, Sandy Farm
Sands Road, Farnham, Surrey, GU10 1PX

For entry nomination & general enquiries:

Contact: Michelle Lewis, +44 (0) 2476 571186
Email: michelle.lewis@oceanmedia.co.uk
Visit: <http://www.insidehousing.co.uk>

For sponsorship enquiries:

Contact: Kelly Baynes, +44 (0) 207 7728448
Email: kelly.baynes@insidehousing.co.uk

EARLY BIRD SPECIAL

Take advantage of our special rate if your booking is received before or on 28th August 2012

	EXCL VAT	INC VAT @ 20% (Amount Payable)
Table/s of TEN (10) x <input type="text"/>	@ £1,199.00	@ £1,438.80
INDIVIDUAL places x <input type="text"/>	@ £129.00	@ £154.80

STANDARD RATE

Rate chargeable for bookings received after 28th August 2012

	EXCL VAT	INC VAT @ 20% (Amount Payable)
Table/s of TEN (10) x <input type="text"/>	@ £1,250.00	@ £1,500.00
INDIVIDUAL places x <input type="text"/>	@ £135.00	@ £162.00

PLEASE NOTE: Price includes pre-lunch drinks reception, a special "green" lunch menu, and celebrity hosted awards ceremony. All other beverages are additional, and are ordered with and charged by the venue directly.

PAYMENT OPTIONS

INVOICE ME

Purchase Order # : _____

Please note: ALL INVOICES MUST BE PAID BEFORE THE EVENT DATE. This means that we can only process bookings that require us to issue invoices until **21 September 2012**. For bookings made after this date either a cheque or credit card is required.

CHEQUE

to the sum of £ _____

Made payable (INCLUDING VAT) to:
Ocean Media Group
Please send to:
Sustainable Housing Awards
c/o Createvents Ltd
Sandy Farm Business Centre
Sands Road, Farnham
Surrey, GU10 1PX

CREDIT CARD NOTE: all Credit Card bookings incur a 1.4% handling fee

Visa Mastercard Maestro - Issue #: _____

Card No: _____ CVC: _____

Valid from: _____ Valid to: _____

Cardholder: _____

Cardholder Address: _____

NOTE: if paying by personal credit card, please provide home address

Cardholder Signature: _____

BOOKING CONTACT INFORMATION

First Name: _____

Surname: _____

Position: _____

Company: _____

Address: _____

County: _____

Postcode: _____

Tel: _____

Fax: _____

Email: _____

Signature: _____ Date: _____

Bookings will be confirmed upon receipt of a completed booking form. By signing this form you authorise Createvents Ltd on behalf of Ocean Media Group to proceed with your booking, and you acknowledge and understand the cancellation policy as follows:

- Notification of cancellation must be made in writing to: Sustainable Housing Awards, c/o Createvents Ltd, Sandy Farm Business Centre, Sands Road, Farnham, Surrey, GU10 1PX
- No refund will be made/full payment will be required for Cancellations received after 21 September
- Cancellations received on or before 21 September will be accepted and refunds will be given less a 15% administration charge