

Exhibition space booking form
Please complete this form in **BLOCK CAPITALS** or typeface

Please indicate your choice of stand(s)

Stand prices are listed on the floor plan

	Stand No.	Stand size	Net cost of stand
1st Choice	<input type="text"/>	<input type="text" value="Table Top"/>	<input type="text" value="£1295+ VAT"/>
2nd Choice	<input type="text"/>	<input type="text" value="Table Top"/>	<input type="text" value="£1295+ VAT"/>
3rd Choice	<input type="text"/>	<input type="text" value="Table Top"/>	<input type="text" value="£1295+ VAT"/>

Please contact me to discuss the following sponsorship opportunities:

1. Contact details of person to receive all further exhibition information

Company name:

First Name: Surname:

Job Title: Phone No:

Email: Fax No:

Address:

City: Postcode:

2. Payment details – tick appropriate box

- Cheque to follow made payable to 'RCVS Trust Current a/c.' A 'paid' tax invoice will be sent to the address you indicate below on receipt of cheque.
- BACS payment to **RCVS Trust Current a/c.** Account No. **01281514** Sort code: **30-98-97**
Please fax remittance advice to 01506 811477. Expected payment date _____
- Invoice. A copy of your Purchase Order paperwork must accompany this booking form in order for it to be processed.

Contact person for payment queries or problems (if different from above):

Name: Job Title:

Phone No: Email:

Where to send the invoice (if different from above):

Invoice Address:

City: Postcode:

Special instructions:

3. Conditions of booking

By returning this completed booking form, you are accepting the Terms and Conditions laid out in the Conference Sponsorship Prospectus. If you have any questions about this, please talk to us before returning the form.

4. Terms and Conditions

This booking form is made between the Royal College of Veterinary Surgeons Trust (working name RCVS Knowledge), of Belgravia House, 62-64 Horseferry Road, London, SW1P 2AF, referred to herein as "RCVS Knowledge"; and organisation, address and postcode referred to herein as the "exhibitor".

- The exhibitor hereby agrees to support VET19 as described on the conference website and incorporated herein by this reference. The conference will be held on 27th and 28th of June 2019.
- RCVS Knowledge agrees to provide the exhibitor with an exhibition stand for the duration of VET19.
- In return for this benefit the exhibitor agrees to make the total payment noted in the booking form above.
- Unless agreed separately and documented in the booking form, a single exhibition package comprises the benefits specified within the Conference Sponsorship Prospectus.
- Unless otherwise provided, the fee or services and the exhibitor benefits described in the Conference Sponsorship Prospectus are related solely to the 2019 conference.
- All exhibitors will be entitled to use the official VET19 logo until 28th June 2019.
- The exhibitor understands that no portions of the exhibitor fee or in-kind services are subject to being refunded for any reason except as provided herein. Exhibitor relationships are not exclusive to particular organisations.

5. Additional notes

A member of our events team will be in touch to collect the following information:

- Wording (max 25 words) for the Book of Abstracts which describes your organisation or the products and services you provide.
- Details of your organisation's social media profiles, so that we can ensure we are linking to the correct accounts when announcing and promoting your involvement with #VET19.
- Your logo separately in both of the following formats:
 - As a Vector Graphic (eps format)
 - In RGB JPG format in at least 300dpi and of adequate dimensions that it can be resized to A5 size without becoming pixelated.