



**International
Women's Day**

CITY OF LONDON INTERNATIONAL WOMEN'S DAY 2012

Booking Form Corporate Sponsors

Friday 9th March 2012

Champagne breakfast – 8.00am to 11.00am
at The Great Hall, Guildhall, London EC2

Title	First Name	Surname		
Contact Phone Number				
Email Address				
Do you wish to host a table at the event?			Y	N
Would you like your logo to appear on the screen at the event?			Y	N

(Please provide the names of your guests on the form on the next page at least two weeks prior to the event).

Please send a completed form and your cheque for £1,000 made payable to Refuge, to: Samantha De Silva, Safer City Partnership, 4th floor North Wing, Guildhall, PO Box 270 London EC2P 2EJ.

If you wish to pay by BACS, please contact: jessica_madeley@refuge.org.uk

In either case, you must complete and send the booking form and the guest list form (on the next page) to Samantha De Silva at the above address or email to samantha.desilva@cityoflondon.gov.uk

Kindly email your logo to Samantha De Silva with the booking form if you would like this to appear on the screen at the event.

Booking Conditions

- We will not accept booking forms without payment and full payment must be received at least 14 days prior to the event.
- When we have accepted the booking and payment, you are liable for the relevant cancellation charge.
- We reserve the right to run the event at a different venue to the one specified, if necessary. If this is the case we will tell you as soon as possible and provide you with information about travel directions and so on.
- We reserve the right to change the detail of the event without notice. Where circumstances force us to cancel an event, our liability will be limited to refunding any fees paid for that particular event. We are not liable for any other loss incurred by you.
- If you indicate on the booking form that you have any requirements due to a disability or any other reason, we will contact you at least six weeks before the event starts to discuss your requirements.
- We do not sell, trade or rent your personal information to others. We will add your details to our database to process your booking and so that we can keep you up to date with relevant details of this event.

Corporate Booking Form

City of London International Women's Day Networking Breakfast Corporate Sponsor Guest Registration List

Guest 1 Name:

Dietary Requirements:

Access Requirements:

Guest 2 Name:

Dietary Requirements:

Access Requirements:

Guest 3 Name:

Dietary Requirements:

Access Requirements:

Guest 4 Name:

Dietary Requirements:

Access Requirements:

Guest 5 Name:

Dietary Requirements:

Access Requirements:

Guest 6 Name:

Dietary Requirements:

Access Requirements:

Guest 7 Name:

Dietary Requirements:

Access Requirements:

Guest 8 Name:

Dietary Requirements:

Access Requirements:

Guest 9 Name:

Dietary Requirements:

Access Requirements:

Guest 10 Name:

Dietary Requirements:

Access Requirements: