



SSG20 – 1 – 3 July 2020

EXHIBITION STAND/SPONSORSHIP BOOKING FORM

The Exhibition space only price of £1,250 + VAT includes entrance to the Conference sessions, all daytime refreshments for up to 2 exhibitors. The Exhibition fee **does not** include dinner or accommodation. There will be basic power to the stand and free wifi internet access for browsing/email only. If you require a hard wired connection you need to order this direct with the venue. The exhibition is table top space only – you will be provided with a trestle table and two chairs.

We wish to book an exhibition space of 6 m² (3m wide x 2m deep) for £_____

We wish to sponsor _____ for £_____.

Please send an invoice against our Purchase Order No _____

BOOKING DEADLINE: Friday 1 May 2020

NB Cancellations will not be accepted after the booking deadline.

Company name _____

Address _____

Town/City _____ Postcode _____

Tel No _____ Fax No _____

Email _____

Contact name _____

Invoice details (person in Finance Dept to whom invoices should be sent inc email address)

_____ Town/City _____

Postcode _____ Email address _____

Signed _____ Dated _____

Please sign then email with a copy of your official Purchase Order to Sian Thomas at events@ucisa.ac.uk. Please note that this PO must be made out to ucisa Services Ltd.