

South Somerset Tourism Leaflet Exchange

Tuesday 24 March 2020

Haynes International Motor Museum

Sparkford, BA22 7LH

10.00am – 12.00pm

Booking Form

Spaces will be allocated on receipt of completed form and we will try to take into account your table requirements. Priority will be given to South Somerset businesses.

Attraction/organisation	
Contact name	
Address	
Contact phone number	
Email address	
Number of people attending	
Whole or ½ table preferred	

A list of stands will be circulated prior to the event for bulk bookings of 50 plus leaflets. If you would like your leaflets included - please list the titles.

Leaflet Title	New leaflet for 2020	
	Yes	No
	Yes	No
	Yes	No
	Yes	No
	Yes	No
	Yes	No
	Yes	No

All bookings will be acknowledged by email

**Closing date for bookings
Monday 24 February 2020**

Bookings terms and conditions

1. A 2 x 1.5 metre space will be provided with a table and two chairs.
2. Bookings will only be accepted on this booking form and will be confirmed by email. Spaces will be allocated on a first come first served basis, with priority given to South Somerset businesses.
3. The exhibitor must not share or sublet a table unless agreed with the organiser.
4. The exhibitor will be responsible for providing any table covering and table display and for setting up.
5. All spare leaflets, boxes and rubbish must be removed at the end of the event.
6. The exhibitor will be responsible for their own full and comprehensive insurance for items on his/her stand. Exhibitors must also ensure they are covered by their own public liability insurance.
7. Application for a table will be deemed as acceptance of terms and conditions.

Signed:	Name:
Position:	Date:

Return preferably by email to tourism@southsomerset.gov.uk

Or post to:

Becky Cotterill, Tourism Team,
South Somerset District Council, Brympton Way
Yeovil, Somerset BA20 2HT
Tel: 01935 462462



South Somerset District Council