

North West Business Monitor Report Sponsorship Order Form

1. Company Details

Company Name:			
Contact Name:		Contact Tel No:	
Contact E-mail:			
Postal Address:			

2. Order Details

Please tick (✓) package/duration required
All prices are subject to VAT at the current rate

	One Report	✓	One Year (2 Reports)	✓	Two Years (4 reports)	✓
Title Sponsor	N/A		£12,500		£20,000	
Sector Sponsor	£1,500		£2,500		£4,000	
Report Sponsor	£500		£850		£1,500	

3. Payment Details Please tick (✓) your preferred payment method & provide payment details below

Debit / Credit Card – please enter the card details below and we will process payment on receipt of your order

Card Number

Start Date Expiry Date

Security Code Issue No (if present)

Name on Card

Address that the card is registered to (i.e. where statements are sent)

Building No / Name			
Address			
	Post Code		

Invoice – please provide invoicing details below and we will invoice you (30 days payment terms) on receipt of your order.

PO No (if applicable)		Invoice Contact Name	
Telephone No			
Email Address			
Invoice Address			
	Post Code		
N.B. All invoices will be sent by email - if you need a hard copy sent by post as well please tick here <input type="checkbox"/>			

4. Declaration

Please charge my company the total amount of £ _____ +VAT for the items detailed. I have read the Terms and Conditions and agree to abide by them.

Signature: _____ Print Name: _____ Date: _____

Once completed and signed, please return this form by email to kathy@liverpoolba.com

General Terms & Conditions - applies to all sponsorship orders

1. Prices shown for sponsorship packages are subject to VAT at the current rate.
2. Sponsorships booked for a 2-year period benefit from a discounted rate (already included in prices quoted above) applied to the 2nd year of the package.
3. Full payment will be charged to your debit/credit card or invoiced (with payment required within 30 days) on receipt of your order.

Terms & Conditions regarding exhibiting at Liverpool BA events - only applies to orders for Title Sponsorship

1. The organiser assumes no liability for loss, damage or disappearance of any property used by the Exhibitor in connection with their participation in the event. The Exhibitor agrees to assume risk of loss for its property or any other items relating to its participation in the event and agrees to waive any and all claims and hold the Organiser harmless from and against any loss of, damage to, or disappearance of such property or items. In the event of it being necessary, due to acts of terrorism, war, disease, public emergency, or any other factor beyond the control of the organisers, for the Exhibition to be postponed, abandoned or altered in any way in whole or in part, the Organisers shall not be liable for any expenditure, loss or damage incurred by an Exhibitor or Exhibition contractor resultant upon such change.
2. At the end of the event, the Exhibitor will remove any property used by them in connection with their participation in the event, from the event venue. The Exhibitor will be liable for all storage and handling charges resulting from failure to remove all equipment from the venue.
3. The Organisers will not accept delivery of any Exhibitor's equipment unless they have given their written consent to do so. Written consent must be sought at least one week prior to the event.
4. The Exhibitor shall make good and indemnify the Organiser for any damage to the premises by the Exhibitor, his agents, contractors or employees.
5. The Exhibitor shall observe all current Health and Safety legislation and ensure that any electrical equipment/items being used at the event are PAT Tested. The exhibitor also agrees to co-operate with the Organisers in ensuring that the event is a safe, secure and healthy environment for all Exhibitors, Contractors, Sub Contractors, Visitors and Staff who attend or work at the event.
6. Exhibitors are responsible for the safety of their stands and their own Public Liability insurance, as well as cover for any stock and equipment.
7. Subletting or sharing of exhibition space is only permitted with the prior agreement of Liverpool BA.
8. Whilst every effort will be made to ensure that a regular power supply and / or internet connection is maintained the Organiser accepts no liability for power shortages and / or loss of internet connection