



# WEDNESDAY 19TH MAY 2010

## BOOKING FORM AND AGREEMENT

I can confirm a booking of.....TABLE/S of 10 guests at the awards dinner on Wednesday 19th May 2010 at £750 + VAT per table.

OR

I can confirm a booking of.....INDIVIDUAL PLACES the awards dinner on Wednesday 19th May 2010 at £85 + VAT per head.

### DETAILS (please print clearly)

COMPANY NAME \_\_\_\_\_

CONTACT \_\_\_\_\_

ADDRESS \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

PHONE \_\_\_\_\_

E-MAIL \_\_\_\_\_

### AGREEMENT

IMPORTANT: In order to confirm your booking a signed copy of this agreement must be returned to Crystal Palace [2000] Ltd. Signature will confirm details of the agreed package, payment terms and cancellation policy.

**Clients Signature:** ..... **Print Name:** .....

DATE:

### PAYMENT TERMS:

An invoice will be rased on return of the signed booking form. Full payment due 30 days from date of invoice.

### CANCELLATION POLICY:

In the event of cancellation of any booking, the client shall pay a cancellation fee by way of liquidated damages to reimburse Crystal Palace FC's genuine loss due to such cancellation which the client accepts to be a fair and accurate assessment of the damages suffered by Crystal Palace FC, on the following scale:

If cancelled more than 30 days before date of event: 25% Revenue

If cancelled between 14 and 30 days before date of event: 50% of Revenue

If cancelled less than 14 days before date of event or in the event of the clients non-arrival on the date of the event: 100% of Revenue

Once complete please FAX the form back to **0208 771 5311**

OR

E-mail to [chris.powlson@cpfc.co.uk](mailto:chris.powlson@cpfc.co.uk)