

EVENTS BOOKING FORM

BOOKING INFORMAT				
Company name	Department for Business and Trade			
Address	Old Admiralty Building, London			
Postcode	SW1A 2DY			
Telephone				
Contact name	Graham Ellis			
Email address				
Website	https://www.gov.uk/government/organisations/department-for-business-and-trade			
CONTACT FOR BOOKI	NG/EVENT MANAGEMENT			
Contact name	Graham Ellis			
Telephone				
Email address				
CONTACT FOR MARKE	ETING, PR AND CREATIVE ARTWORK			
Contact name	Rozmin Blatt			
Telephone				
Email address				
ACCOUNTS CONTACT				
Contact name				
Telephone	Invoice as per customer record			
Email address				
Additional notes				
PACKAGE INFORMATION				
Event name	Saudi Entertainment Expo, Riyadh, KSA			
Date of event	May 7 – 9, 2024			
Package information	Contract for Department for Business and Trade (DBT) to share the Experience UK booth as partners for the Saudi Entertainment & Amusement Expo in Riyadh from 7 - 9 May at the Riyadh Front Convention and Exhibition Center. The total booth space is 72sqm and DBT will be assigned a minimum of 20sqm for the purposes of a dedicated business lounge. The contract also includes furnishings to the lounge space, a contribution to the design and printing of the stand brochure, branding on the wall graphics, branding on the reception counter graphic, inclusion in the stand capability showreel, management and logistics of space ahead of and during the event, and a post campaign report.			
CONFIRMATION:				
l confirm I have check	ed the above details are correct and have received and read the terms & conditions:			
For and behalf of	Print Name			
Experience UK	IAN & CLAPPICON			

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For and on behalf of the purchaser	DocuSigned by:	Print name	Joe Stevens
Contract date	29/4/2024	Total value excluding VAT	14,900 GBP