



IoD Scotland

Director of the Year Awards

Thursday 22 March 2012, Radisson Hotel, Glasgow

Gala Dinner Table Booking Form

The IoD Scotland Director of the Year Awards ceremony will celebrate the very best in Scottish business. As demand for seats at this event has increased each year, it is advisable to return your booking form as soon possible. You can purchase individual tickets or tables of 10 (price includes drinks reception, canapés, three-course meal with wine and coffee and an evening of celebration and entertainment).

Key event details

Drinks Reception: 6.45pm

Carriages: 11.30pm

Dress code: Black Tie / Cocktail or Evening Dress

Contact details for event correspondence (please complete in BLOCK CAPITALS)

Table Host

Job Title

Company

Address

.

.

Postcode

Tel:

Email:

IoD Member

Invoicing details

Company

Contact Name

Address

.

.

.

Postcode

Tel

Email

Please reserve one table of 10 @ £1100.00 + vat

Please reserve _____ seat(s) @ £115.00 + vat

Please send me an invoice on receipt of booking

I am paying the sum of £ _____ by cheque (**payable to loD Scotland**)

I am paying by credit card: Visa Mastercard Maestro

Card no.: _____/_____/_____/_____ Issue no: _____

Expires _____ Valid from _____ 3-digit security code _____

Name on card

Signature

Please tick if you are interested in sponsorship at this event

Please tick if you are interested in advertising within the Gala Dinner Brochure

Please return the completed table booking form to loD Scotland Director of the Year Awards, c/o 16 Linden Park Terrace, Milnathort, Kinross, KY13 9XY or fax to 01577 863850.

The loD Scotland will use your information for administration and analysis. We may share your information with carefully selected third parties. We, or they, may send you details of other goods, services or events that may be of interest to you. The information may be provided by letter, telephone or other reasonable means of communication. If you do not want your details to be shared with carefully selected third parties, please tick the box.

Terms and conditions

Full payment is required prior to the date of the event. Tickets will be sent out prior to the event. Notice of cancellation must be given in writing and the following policy will apply: 15% administration charge at any point of cancellation, 25% administration charge from 12 weeks prior to the event, 50% administration charge from 8 weeks prior to the event, 100% administration charge from 6 weeks prior to the event. The loD Scotland reserves the right to alter the arrangements or cancel an event due to unforeseen circumstances, in which case every effort will be made to provide a refund.