



The Manchester PA Awards

Wednesday 6th November 2019

The Point, Emirates Old Trafford, Manchester M16 0PX

Ticket and Table Bookings

To confirm your booking for the Manchester PA Awards please complete the below details online or in **block capitals**, and then sign and return by email to themanchesterpaawards@gmail.com

MAIN CONTACT INFORMATION:

Company Name	
Contact Name	
Job Title	
Address for Invoice	
Contact Telephone	
Email	

TICKET PACKAGES:

Number ordered

Individual tickets @ £45.00

Table of ten @ £450.00

Name of Authorised Signature

Lead Finance Contact Name	
Job Title	
Telephone	
Email	
Order PO No or reference:	
Signature	

TERMS AND CONDITIONS

1. Full payment should be received by the date specified on your invoice, please note outstanding debtors will not be admitted to the awards
2. Please note all charges are exclusive of VAT and chargeable at the prevailing rate of 20%.
3. Ticket or table cancellations must be made in writing to The Manchester PA Awards c/o Make Events, House of Make, First Floor, Bollin House, Bollin Walk, Wilmslow, Cheshire, SK9 1DP or by email to faye@makeevents.co.uk. No other form of cancellation is accepted.
4. Written cancellations received 6 months prior to the awards will be subject to a 25% cancellation fee, upto 3 months prior to the awards will be subject to a 50% cancellation fee, upto 1 month prior to the awards 75% of the remaining balance within 1 month of the awards will be subject to the full charge.
5. The Manchester PA Awards reserves the right to alter the arrangements or cancel an event due to unforeseen circumstances. Every effort will be made to provide a refund.