



Gift, Craft & Food Show Application Form

Company Name:		Contact Name:
Address:		
Post Code:	Fax:	Web:
Tel:	Mob:	Email Address:
Product / Services: (please give FULL description of the products/services that will be available on your stand)		
Hand-crafted? Yes <input type="checkbox"/> No <input type="checkbox"/>		

1. Event	Size (Am x Bm) (Minimum 3m x 2m or 6ft x 6ft)	Position (delete as necessary)	Total Cost
Southend Spring Craft & Gift	___m X ___m	centre / wall / end row	£
Brentwood Spring Craft & Gift	___ft X ___ft	centre / wall / end row	£
Newark & Notts Festive Gift & Food	___m X ___m	centre / wall / end row	£
Brentwood Festive Craft & Gift (November)	___ft X ___ft	centre / wall / end row	£
Southend Festive Craft & Gift	___m X ___m	centre / wall / end row	£
Cambs Festive Gift	___ft X ___ft	centre / wall / end row	£
Norfolk Festive Gift & Food	___m X ___m	centre / wall / end row	£
Brentwood Festive Gift (December)	___ft X ___ft	centre / wall / end row	£

2. Electricity & Additional Tables SEE ADDITIONAL REQUIREMENTS FORM....

3. Note Cheques should be made payable to Aztec and sent to South House, 48 South Street, Rochford, Essex, SS4 1BQ Booking Terms & Conditions Apply	SUB TOTAL	£
	VAT (on stand)**	£ 0.00
	DEPOSIT DUE (£40 per show booked)	£
	TOTAL OUTSTANDING	£

4. Card Details – URGENT - please also see attached payment terms sheet

PLEASE NOTE the card details provided below will be used for final payment one month prior to the show

Card Number

Expiry Date / Valid From / Sec Number

Name on card: _____ Signed: _____ Date: _____



The deposit due (£40 per show booked) will be taken immediately for all credit card bookings and the final outstanding balance for each show will be taken one calendar month prior to the show using your credit card details as above. Cheque bookings - Please enclose a cheque for total deposit due (£40 per show booked) and a post-dated cheque for the outstanding amounts dated one calendar month prior to each show. All cheques made payable to AZTEC. * Demonstration space is not guaranteed – if ticked and not available we will advise as necessary. No sales to take place on demo space.

VAT IS CURRENTLY NOT APPLICABLE TO SPACE HIRE BUT SHOULD THERE BE A CHANGE IN THE RULING, AZTEC SHOWS LLP RESERVE THE RIGHT TO INVOICE EXHIBITORS FOR THE APPROPRIATE AMOUNT. HOWEVER WE DO HAVE TO CHARGE VAT ON HIREABLE EQUIPMENT SUCH AS TABLES AND POWER. A SEPARATE VAT SECTION IS SHOWN ON THE BOOKING FORM OVERLEAF FOR THESE ITEMS. **Bookings are subject to the Terms & Conditions – contact us for details or download at www.aztecevents.co.uk



Additional Requirements Booking Form

Event(s) this form applies to (please list shows): - _____

OR CLICK BOX TO APPLY TO ALL SHOWS _____

BOOKED OVERLEAF _____

Company Name: _____ Contact Name: _____

Contact Address: _____
(leave blank if same as booking form)

Post Code: _____

Tel: _____ Mob: _____ Fax: _____

Electrical Requirements (inside stands only)

Output Required	Price (per show)	tick	Sub-Total (A)
1000watts	£25.00 + VAT (per show) (£30.00 + VAT for Brentwood Shows)	<input type="checkbox"/>	£ _____
13amp	£50.00 + VAT (per show)	<input type="checkbox"/>	£ _____
16amp	£75.00 + VAT (per show)	<input type="checkbox"/>	£ _____
32amp	£125.00 + VAT (per show)	<input type="checkbox"/>	£ _____

Additional Tables (inside stands only)

I require _____ additional tables @ £8.00 + VAT each (per show) £ _____ (B)

Total on this booking form (A+B) £ _____
VAT (at the current rate) £ _____
TOTAL on this form £ _____

Payment Details (leave blank if same as details on booking form)

Card Number



Expiry Date / Valid From / Sec Number

Name on card: _____ Signed: _____ Date: _____

Booking Terms & Conditions apply. Please contact us on 01702 549623 for details or download at www.aztecevents.co.uk