NEWBURY Business Improvement District

BANNER BOOKING FORM

COMPANY DETAILS

COMPANY NAME	
ADDRESS	
POSTCODE	
TELEPHONE NUMBER	
FAX NUMBER	
EMAIL ADDRESS	
CONTACT NAME	
CHARITY NUMBER	

BANNER LOCATION	Northbrook Street – At M&S
START DATE	
END DATE	

The following must accompany this hire agreement to guarantee your booking:

- Copy of Public liability insurance document (min £10m & 3 months cover remaining from start of hire period)
- Payment

All banners must be delivered to the Car Park office at The Kennet Centre Multi story car park by mid-day on the Friday preceding the start of the hire period.

HIRE CHARGES	
Weekly Hire (Sun-Sun)	£200 + VAT
Installation(one payment)	£120

Signed: _____

Printed: _____

Date: _____

NEWBURY Business Improvement District

Banner Hire
Terms and Conditions

Please note: in extremely poor weather conditions, should the wind exceed 40mph, the banner must be removed. There will be no refund of payment.

All bookings are provisional until full payment is received. Your booking will then be confirmed by Newbury BID.

Payment is required in advance with your application.
Please remember that delaying your payment may result in loss of your provisional booking.

Cancellation fees are payable for bookings cancelled less than 14 days before booked date and for non-attendance. Prices may be subject to annual review.
Full conditions and site maps are available upon request.

Banner Space must not be sub-let to any other party, nor must Banners mention a third party without prior consent from Newbury BID.