

# WOKING CAREERS FAIR

H.G. Wells Conference &  
Events Centre, Woking



Where  
connections  
are made

## STAND BOOKING FORM

COMPANY NAME:	
ADDRESS:	
INVOICE ADDRESS (If Different)	
CONTACT NAME:	
INDUSTRY/BUSINESS TYPE:	
IS YOUR BUSINESS IN THE WOKING BOROUGH COUNCIL CATCHMENT AREA?*	

\*If not please note that we welcome you to exhibit but at a cost as this event is only FREE for those businesses who pay business rates to Woking Borough Council.

A charge of £200 + VAT will be applicable for those that are not in the catchment area.

TERMS & CONDITIONS OF BOOKING
<ul style="list-style-type: none"><li>You will be provided with a 2 x 1m stand, a table, two chairs and a cloth</li><li>You commit to being on your stand and not breaking down your stand between the hours of 10.00 a.m. – 4.00 p.m. – <i>(If you break down your stand earlier than the close of the show you will be invoiced £100.00 + VAT)</i></li><li>If you cancel your stand with less than 2 weeks' notice before the event or DO NOT TURN UP to man your stand you will be charged a booking fee of £200.00 + VAT</li><li>You agree to have your company name on the Woking Careers Fair website along with any social media or advertising for the event?</li></ul>

Should you require any further assistance or information please contact Rachel Oliver on 01483 331382 or [Rachel@clockwork-recruitment.co.uk](mailto:Rachel@clockwork-recruitment.co.uk)