

Event Attendance Booking Confirmation (Please complete one form per attendee)

To:

**TOTAL NETWORKING Limited
PO Box 9004
Grantham NG31 0BE**

Please take this as my official confirmation booking as I wish to attend the Total Networking Event as detail below.

Name: _____ Company: _____

Business Category: _____

Address: _____

Tele: _____ Email: _____

Signed: _____ Date of booking: _____

**IMPORTANT: Please clearly indicate by circling your answer if a vegetarian meal is required: YES / NO
Meal substitutions cannot be made on the night**

EVENT DATE I WISH TO ATTEND: _____

(Please state the date of Total Networking event as per web site diary – see www.totalnetworking.co.uk)

Please tick as applicable:

I am attending as a GUEST and enclose the full fee of £25.

I am a FULL MEMBER and enclose the members reduced fee of £15.

Please complete this form and the post back to Total Networking at the address above, with your cheque made payable to 'TOTAL NETWORKING Limited' for the full amount.

IMPORTANT – PLEASE NOTE:

1. Payment for the event you wish to attend must accompany this form.
2. Payment must arrive at least 3 days prior to the event you are booking in to.
3. Payment on the night will incur a £5 administration charge.
4. Please note cancellations must be in writing and can only be accepted up to 48 hours before the event.
5. Cancellations after this time cannot be processed and payment in full will be due. A substitute can attend if you are unable to attend.