



THE
BIBA
CONFERENCE
2024

MANCHESTER CENTRAL
15-16 MAY
BRITISH INSURANCE
BROKERS' ASSOCIATION

EXHIBITION SPACE BOOKING CONTRACT

Please complete the following clearly in block capitals. The contact you give should be the person you wish us to liaise with for the organisation and administration of your stand.

As stand availability changes constantly we recommend you contact the organisers to confirm your requirements before completing this form.

☐ Please tick here if you have spoken with the organisers to provisionally hold your chosen stand.

EMAIL TO: reayk@biba.org.uk

YOUR DETAILS

Company Name:

Address:

Lead contact name for exhibition admin:

Mobile:

Tel:

Email:

Please state your company's main area of business:

BIBA will send the invoice to the person named above but please give details of your accounts department contact:

Name:

Purchase Order No. (if required)

Email:

Tel:

YOUR STAND

Please indicate your selected stand no:

Please tick to show if you require

☐ Shell Scheme

☐ Show Ready Package

☐ Space Only

If you are bringing a pop-up or similar display system you will need to book a shell scheme stand.

The cost of the above stand is:

£

+ VAT

BOOKING AUTHORISATION

This section must be signed by an authorised representative of the exhibiting company. Please note that your signature is binding confirmation of your commitment to exhibit and your acceptance of the booking terms and conditions including the cancellation policy (available on the event website).

Signed:

Name:

Position:

Date:

I consent to my data being used as below and as outlined in the privacy policy

Your contact information will be used by BIBA to supply you with all necessary planning information and event related materials. It may also be passed to event-related supplier partners where appropriate to your participation (e.g. our exhibition contractors). We will retain your contact details to keep you informed of news regarding BIBA and future conference and exhibition opportunities. For further information please contact BIBA.