



Investment
Property Forum

Annual Lunch 2024

Thursday 8 February

**New! Location &
Inclusive Ticket Price**



**Guest Speaker:
Soumaya Keynes**

Economics Columnist at the Financial Times

**Nine Kings Suite,
Royal Lancaster Hotel,
Lancaster Gate, London W2 2TY**

- 12:00 Pre-Lunch drinks
- 12:30 Lunch
- 14:40 Guest Speaker
- 15:10 Lunch finishes and bar opens

Dress code: Business attire

Ticket price: £190 +VAT

£228 inclusive of VAT @ 20% per person.

The ticket price this year includes a half bottle of wine per person together with the pre-Lunch Drinks Reception

IPF members may book tables/places on shared tables for the Annual Lunch by completing the form overleaf.

This event is kindly sponsored by:



Booking Form

Investment Property Forum

Annual Lunch 2024

Standard Terms and Conditions:

- Unless otherwise stated, information given in this form will be recorded and held by the IPF for accounting and IPF admin/ marketing purposes only. We do not share this information with third parties for marketing purposes.
- Tables must be booked by a member of the IPF.
- Tables will be for 10 to 12 people (limited availability of larger tables).
- The IPF will accept bookings for fewer tickets than a full table, subject to availability. Where these are accepted, they will be allocated to a 'shared' table, the composition of which, in terms of other organisations, cannot be guaranteed. Any such tickets must be booked by an IPF member. Places on shared tables cannot be confirmed until sufficient bookings to fill the table(s) had been received.
- Any request for an invoice must include full details as to the correct addressee and address, together with the purchase order number, if appropriate.
- **All payments for tickets/tables must be received no later than 7 days before the date of the Lunch.**
- **Cancellation of table(s), additional tickets or shared table tickets:** Cancellations must be made in writing and will be subject to a 10% administration charge.
No refund can be made for cancellations received after Monday 8 January 2024.
- **Wine/beverage orders:** This year the ticket price includes a half bottle of white or red wine person so please bear this in mind when ordering additional beverages:
Full details on how to order/notify us or the venue of this will be supplied after confirmation of your booking.
- **Special dietary requirements:** A copy of the menu and a form for notifying us/the venue of special dietary requirements will be supplied after confirmation of your booking.
To ensure dietary requirements are known prior to the event, the menu must be shared with your hosts/guests before the Lunch.
Any changes to dietary requirements made at the event may be subject to an additional charge, which will be added to your final table bill. The IPF is not responsible for these charges.
NOTE: Some special dietary requirements, e.g. Kosher meals, are likely to be subject to an additional charge, which is payable to the Royal Lancaster Hotel (via the IPF) and must be paid in advance of the event.
- **List of Attendees:** Host and guest names for inclusion in the List must be provided in **Excel format** by **Monday 22 January 2024**. Any changes or substitutions to host/guest names made after this date are not guaranteed to be included in the List.
For GDPR reasons, the host company is responsible for obtaining express permission from their guests to include their name and company details (if any) in the printed/ electronic list or table plan. Only names where permission has been granted will be included. These details will only be used in relation to this event, including those mentioned in the Covid-19 section below.
A copy of the List of Attendees will be circulated shortly before the Lunch, by email, to all those attending who provide their email addresses.
- **Covid-19:** Should government and/or the Royal Lancaster Hotel Covid-19 restrictions and requirements change, these terms and conditions may change accordingly and we will notify you/your guests.
- Photographs are taken at this event and may be used in future IPF promotional material.
If you, your host(s) or guest(s) do not wish to be photographed, please inform the photographer.
- The IPF accepts no liability to those attending the event for injury to persons or loss or damage to property however arising.
- The IPF accepts no responsibility for the views or opinions expressed by the speakers, chair or any other persons at the event. The speakers may be changed at any time and without prior notice. No refunds or discounts are payable should this be the case.
- The IPF's Privacy Notice – www.ipf.org.uk/privacy-notice.html – also applies to this booking

To book, please complete and return this form to:

Investment Property Forum, Hana Workspaces, 70 St Mary Axe, London EC3A 8BE

Email: socialevents@ipf.org.uk Barbara Hobbs: 07584 714229

IPF Member name

Host name (if different from IPF member)

Company

Address

Tel

Email

Admin contact

Tel

Admin contact email

I have read and agree to the Standard Terms and Conditions.

Signed

Print name

Date

Please book

table(s) of 10 places @ £1,900 + VAT per table

Please book

table(s) of 12 places @ £2,280 + VAT per table

Please book

ticket(s) @ £190 + VAT per ticket for places on a shared table.

Please invoice me Complete invoicing details if different to host company above:

Company (to be invoiced)

Address

Signed

Purchase Order No. (if any)

Name

Date

Payments

Upon receipt of an invoice, payment may be made by bacs or credit/debit card.

Bacs: our bank information can be found on the invoice, which will be sent to you on confirmation of your booking.

Credit/debit card: If you would like to pay by credit/debit card please call Barbara Hobbs – 07584 714229 – who will be able to take card details over the phone.

Please note that the following information (in addition to the card number, expiry date and security code) will be needed:

- Name of the card holder exactly as it appears on the card
- Full address of the card account holder

Unfortunately we are unable to accept payment by Amex card.

NOTE: once payment has been processed your credit card details are destroyed