



MIDLANDS

# Midlands Dinner 2022

**Thursday 6 October**

ICC, Broad Street, Birmingham

18:30 Pre-Dinner drinks • 19:30 Dinner

Black Tie



## Guest Speaker: Matt Forde

Critically acclaimed stand-up, impressionist, writer, and podcaster



### Terms and Conditions: COVID-RELATED MATTERS

Those attending must adhere to any government/The ICC restrictions in place at the time of the event.

While there are currently no government restrictions on events of this type, we want to ensure the safety of everyone attending the Dinner as much as possible. As part of this we will:

- Require the name, organisation and an email address for everyone attending to be sent to us no later than **Friday 23 September 2022**. These details will only be used by the IPF (and the email address will not appear in the list of host/guest names – see separate terms). The email addresses will be held for 21 days after the event in case the IPF needs to contact everyone to inform them of a positive Covid-19 incident at the event. Where there are late changes in individual hosts/guests, these details must be provided to the IPF immediately.
- If necessary, we will use the contact details to send any further relevant information, e.g., details of updated access and exit arrangements, to everyone directly prior to the event.

**Should government and/or The ICC Covid-19 restrictions and requirements change, these terms and conditions will change accordingly. We will notify you of these changes.**

**Cancellation of the event due to Covid-19:** if government guidelines change so significantly that we are unable to run the event, any payment made to the IPF will be refunded in full.

**Please Note: Neither the IPF nor The ICC accept any responsibility or liability for a Covid-19 incidence as a result of holding the event.**

## Ticket price: £136 +VAT

£163.20 inclusive of VAT @ 20% per person.

The ticket price excludes wine and other beverages. IPF members may book tables for the Dinner by completing the form overleaf.

This event is kindly sponsored by:



# Booking Form

## Investment Property Forum Midlands Dinner 2022

### STANDARD TERMS AND CONDITIONS

• Unless otherwise stated, information given in this form will be recorded and held by the IPF for accounting and IPF marketing purposes only. We do not share this information with third parties for marketing purposes.

• Organisations wanting one table will need to have one IPF member in the Midlands. Those organisations wanting two tables will need to have a minimum of three members in the Midlands.

• Bookings are accepted in the order of receipt of an emailed signed booking form. We cannot "hold" tables.

• Tables will be for 10 people and must be booked by an IPF member. The IPF will accept bookings for fewer tickets than a full table. 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) have been received.

NOTE: no booking exists until you have received a confirmation email from the IPF.

• Payment is required with the booking unless an invoice has been requested. 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 tables/individual places must be received no later than 7 days before the date of the event.**

• Cancellations must be made in writing and will be subject to a 10% administration charge. **No refund can be made for cancellations received after Thursday 8 September 2022.**

#### • Wine/beverage orders:

Full details on how to order/notify us or the venue 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.**

NOTE: Some special dietary requirements, e.g., kosher meals, are likely to be subject to an additional charge, which is payable to The ICC before the event date.

**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.**

• Host and guest names for inclusion in the Dinner Guest List must be provided in excel format by **Friday 23 September 2022.**

**The host company is responsible for obtaining express permission from their guests to include their name and company details (if any) in the Guest List. Only names where permission has been granted will be included. These details will not be used by the IPF for any other purposes.**

First, last and company names only will be taken from the list mentioned in the 'COVID-RELATED MATTERS' overleaf.

The combined list of host and guest names (with table numbers) will be circulated to all attendees just prior to the event. They will not be included in the Dinner booklet which will be available at the event.

Any changes or substitutions made after **Friday 23 September** are not guaranteed to be included in the listing.

• The IPF accepts no responsibility for the views or opinions as expressed by the speakers, chair or any other persons at the event. Any speaker 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/privacynotice.html](http://www.ipf.org.uk/privacynotice.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](mailto:socialevents@ipf.org.uk) Barbara Hobbs: 07584 714229

IPF Member

Host name (if different from IPF member)

Company

Address

Tel

Email

Admin contact

Tel

Admin contact email

I have read and agree to the Covid-Related Matters and the Standard Terms and Conditions.

Signed

Print name

Date

Please reserve table(s) of 10 places @£1,360 + VAT per table, or

Please reserve ticket(s) @ £136 + VAT per ticket for a shared table.

I enclose a cheque for £

made payable to the Investment Property Forum.

Please invoice me **Complete invoice details if different from those of the host above:**

Company (to be invoiced)

Address

Signed

Purchase Order No. (if any)

Name

Date

### Credit/Debit card payments

The IPF Executive are currently working remotely so, for security reasons, 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**