



Northern Dinner 2021

**Thursday
18 November**

The Lowry Hotel, 50 Dearmans Place,
Chapel Wharf, Salford, Manchester

19:00 Pre-Dinner drinks • 19:30 Dinner

Black Tie

Ticket price: £110 +VAT

£132 inclusive of VAT @ 20% per person.

The ticket price includes pre-Dinner drinks reception together with a half bottle of wine per person with Dinner.

IPF members may book tables for the
IPF Northern Annual Dinner by completing
the form overleaf.



Guest Speaker:

Mat Oakley

Head of EME Commercial
Property Research, Savills



Terms and Conditions: COVID-RELATED MATTERS

Those attending must adhere to any government/Lowry Hotel 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 be sent to us no later than **Thursday 4 November**. 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 incident at the event. Where there are late changes in individual hosts/guests, these details must be provided to the IPF immediately – failure to do so may mean that we are unable to allow admittance to the event. All hosts will be asked to send their guests a ticket for the event (which we will supply) not least because it will provide Covid-related information.
- 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.
- We ask you and your guests to follow the following protocols, both to reduce the risk and to show sensitivity to those who may feel more vulnerable or less confident:
 - If you (or your guests) have Covid symptoms or suspect that you may have Covid, please do not attend (regardless of whether you have been pinged).
 - Even if you (or your guests) do not have Covid symptoms, please take a lateral flow test on the day before or the day of the event and attend only if the result is negative. After the event, we ask that you take a lateral flow test within three or four days and report any positive results to the IPF as soon as possible.

Should government and/or the Lowry Hotel Covid 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: 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.

As stated above, the IPF and the Lowry Hotel are putting measures in place to substantially reduce the risks associated with Covid. However, neither the IPF nor the Lowry Hotel accept any responsibility or liability for a Covid incidence as a result of holding the event.

This event is kindly sponsored by:



together.

Booking Form

Investment Property Forum

Northern Dinner 2021

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.
- 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 places 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.
- Payment must be made with the booking unless an invoice is required. 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 4 November 2021.
- Wine orders (in addition to the half bottle per person included in the ticket price) and special dietary requirements: Full details on how to order/notify us or the venue of this will be supplied subsequent to confirmation of your booking.
- NOTE: Some special dietary requirements, e.g. kosher meals, are likely to be subject to an additional charge, which is payable to The Lowry by the table host or ticket holder, as appropriate. 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 Thursday 4 November.
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. Any changes or substitutions made after Thursday 4 November are not guaranteed to be included in the listing.
- Photographs are taken at this event and may be used in future IPF promotional material. If you, your host(s) or guests do not wish to be photographed please inform the photographer.
- 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 also applies to this booking: www.ipf.org.uk/privacynotice.html

To book, please complete and return this form by email to Barbara Hobbs: Email bhobbs@ipf.org.uk. Please note that we will only be accepting booking forms by email this year.

IPF Member

Host name (if different from IPF member)

Company

Address

Postcode

Tel

Fax

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 @ £110 + VAT per person, or

Please reserve _____ ticket(s) @ £110 + VAT per ticket for a shared table.

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

Company (to be invoiced)

Address

Postcode

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