**Spring Conference 2025 - Booking Form**

**Eden Court, Inverness – 4th & 5th April 2025**

***Your details:***

|  |  |
| --- | --- |
| Organisation |  |
| Contact Name |  |
| Address |  |
|  |
| Telephone |  |
| Email |  |

***Your Booking:***

*Note –*

* Each event INCLUDES 3 observer passes (names should be stated in observer pass section).
  + If you do not know the names of your observers, please email [susannah.mcwhirter@scotlibdems.org.uk](mailto:susannah.mcwhirter@scotlibdems.org.uk) by **26th of March** with confirmation of these names. After this date, observers will be given a generic observer pass.
  + If you require more observer passes, please contact [susannah.mcwhirter@scotlibdems.org.uk](mailto:susannah.mcwhirter@scotlibdems.org.uk)

|  |  |
| --- | --- |
| Fringe (one day)  1 hour |  |
| Commercial/Government/Public Bodies/ Professional Associations | * £1500 |
| Registered Charities | * £975 |
| Party Bodies | * £120 |
| Preferred day  (this is NOT guaranteed) | * Thursday Evening * Friday lunchtime |

|  |  |
| --- | --- |
| Policy Event (Thursday Lunchtime)  30 minutes |  |
| Commercial/Government/Public Bodies/ Professional Associations | * £900 |
| Registered Charities | * £750 |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Observers | | One Day | Two Day |  |
| Commercial/Government/Public Bodies/ Professional Associations | | * £200   No. of passes: | * £280   No. of passes: |
| Registered Charities | | * £120   No. of passes: | * £200   No. of passes: |
| Observer Pass Details | Title / First name / Last name | | | |
| 1st Observer |  | | | |
| 2nd Observer |  | | | |
| 3rd Observer |  | | | |
| 4th Observer |  | | | |

|  |  |
| --- | --- |
| Exhibition (two days) | Exhibition |
| Commercial/Government/Public Bodies/ Professional Associations | * £1000 |
| Registered Charities | * £675 |
| Party Bodies | * £150 |
| **Please state if you would need any extra resources (table and two chairs included)** |  |

***Booking Summary:***

|  |  |
| --- | --- |
| Fringe |  |
| Policy Event |  |
| Exhibition |  |
| Observers |  |
| Subtotal |  |
| VAT at 20% |  |
| Grand Total |  |

***Signature:*** ***Date:***

Please return your booking form to Susannah McWhirter, via email at [susannah.mcwhirter@scotlibdems.org.uk](mailto:susannah.mcwhirter@scotlibdems.org.uk)

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