

NESLC BOOKING FORM

EVENT: Lincoln Christmas Market

VENUE: Lincoln

DATE & TIME: Friday 3rd December

NESLC MEMBER - HEAD OF PARTY: _____

WORK ADDRESS: _____

WORK EMAIL ADDRESS: _____

WORK PHONE NUMBER: _____

MOBILE PHONE NUMBER: _____

FULL NAMES OF ALL NESLC MEMBERS AND GUESTS IN YOUR PARTY, INCLUDING YOURSELF

FULL NAME	STAFF No.	WORK TEL No.	WORK ROOM No.	GUEST (✓)	AMOUNT	OFFICIAL USE ONLY
TOTAL NUMBERS						

COST

£ 60 for members

£ 80 for guests

(Please state which pick up point you would like your party to be picked up from – Washington Galleries / Red Star Parcels)

We will be getting on the bus at: _____

Price includes Return coach travel departing Red Star parcels at the Central Station from 3:00pm and Washington from 3:15pm prompt, B&B accommodation, day trip to Lincoln and return transport.

IMPORTANT NOTES – PLEASE READ

- The head of the party must be a NESLC member
- All Civil Servants must be members
- Each member can invite up to 3 non Civil Servant guests only.
- Total your costs and pay by cheque to “NESLC” **do not pay by cash.**
- Payments cannot be returned unless either the event is cancelled by NESLC or in the case of individual cancellations; the organiser can sell the places on.
- Bookings made at member's prices cannot be sold on to non-members. Any member found doing so, may be suspended from membership.
- All events are on a ‘first paid – first served’ basis. Bookings only accepted with payment. Places cannot be reserved. No post-dated cheques accepted.
- Please note there may be a delay between sending your booking form in and receiving your confirmation. This is because we have to check memberships and await confirmation that cheques have cleared before issuing confirmation.

Send your completed booking form and cheque to:

Mark Wilkinson BP 1202B or Terri Harbron BP 7052

CLOSING DATE FOR RECEIPT OF BOOKING FORM – 19/11/2010