



British Council for Offices
Awards 2025

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NORTHERN AWARDS DINNER

TABLE BOOKING FORM



Thursday 3 April 2025

The Kimpton Clocktower Hotel, Manchester

*Celebrating Excellence In Office Space Across
The North Of England, North Wales & Northern Ireland*

Awards

Lead sponsor



In association with



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opportunities contact
Victoria Armstrong
on 0796 8448 365 or
victoria@sasevents.co.uk

TABLE BOOKING FORM

Please return this booking form by email or post to:

Clare Hollick, Createvents, 450 Brook Drive,
Reading, Berkshire, RG2 6UU

Email: clare@createvents.co.uk; Tel: 01183 340085



Please note: Tables are allocated on a first come/first served basis, so book early to ensure a prime position. Bookings are only accepted with full payment in advance. Your table booking is not guaranteed until you have received written confirmation from Createvents. If you do not receive confirmation within 10 working days, please contact Createvents on 01183 340085.

NORTHERN AWARDS DINNER

Venue: *The Kimpton Clocktower Hotel, Oxford Street, Manchester M60 7HA*

Time: *Reception Drinks – 6.30pm, Dinner - 7.30pm*

Date: *Thursday 3 April 2025*

Dress: *Smart Casual*

If you are booking on behalf of a BCO member please supply their name and membership number.

Membership No. _____ Name _____

CONTACT DETAILS

Write clearly and in CAPITALS (Please name the contact to whom the VAT receipt, confirmation, and further details should be sent).

Title _____ First Name _____ Surname _____

Company Name _____

Address _____

_____ Postcode _____

Email _____ Tel _____

Is your company involved in any entries for the BCO Awards 2025? Yes No

If yes, please state the application number and the name of the project entered:

The BCO would like to contact you with further relevant information (we will not pass your details on to third parties).

tick here if you wish to receive emails

tick here if you wish to receive direct mail

PAYMENT METHODS

Please reserve table(s) of 10 places @ a cost of £1,850 per table + VAT @ 20% (£370) = £2,220 per table

Please reserve place(s) @ a cost of £185 per place + VAT @ 20% (£37) = £222 per place

Price includes drinks reception, three course meal, tea & coffee, and Awards Presentation. CANCELLATION POLICY: Unfortunately due to commitments with the venue, we are unable to offer refunds. The BCO are unable to raise invoices in advance for payment but will issue a VAT receipt after payment has been received.

Total payment £ (inc VAT). Full payment is required at the time of booking.

PAYMENT VIA PAYMENT LINK

Once we receive your completed booking form, we will send you an invoice with a secure payment link for completing your payment online.

Please provide the email address where you would like to receive the payment link. _____

PAYMENT VIA CHEQUE

I enclose a cheque for £ made payable to "British Council for Offices"