Please complete all of the information on this booking form to reserve an advertising spot within the Preview Brochure or Conference Programme. All Preview Brochure advertisements are being offered as a half-page or full-page size only.

Please note that artwork must also be approved by IATEFL for inclusion and payment must be received before the artwork deadline date.

|  |  |  |  |
| --- | --- | --- | --- |
| **Company details** | | | |
| Company Name: |  | | |
| Key Contact Name: |  | | |
| Key Contact Email: |  | | |
| Key Contact Telephone: |  | | |
|  | | | |
| Accounts Contact: |  | | |
| Accounts Contact Email: |  | | |
| Accounts Contact Telephone: |  | | |
| Invoicing Address: |  | | |
| VAT Number: |  | PO Number: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Please select the advertisement space that you would like to reserve:** | Size (mm) | Price  (Exclusive of VAT) | Please Select |
| Preview Brochure | Half Page | 184mm x 132mm | £365.00 |  |
| Preview Brochure | Full Page | 184mm x 270mm | £505.00 |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Conference Programme | Inside Front Cover | 210mm x 297mm\* | £990.00 |  |
| Conference Programme | Inside Back Cover | 210mm x 297mm\* | £915.00 |  |
| Conference Programme | Full Page | 184mm x 270mm\* | £765.00 |  |
| Conference Programme | Half Page | 184mm x 132mm | £415.00 |  |
| Conference Programme | Quarter Page | 90mm x 132mm | £250.00 |  |

*\*Please speak to our Sponsorship and Exhibition Officer for bleed requirements*

|  |  |  |  |
| --- | --- | --- | --- |
| *By signing this agreement, you are agreeing to IATEFL’s payment terms and conditions. On receipt of this booking form, IATEFL will confirm your booking and will send an invoice for payment.* | | | |
| Total Cost: |  | | |
| Signature: |  | Date: |  |

**Please return this form to** [**exhibition@iatefl.org**](file:///\\IATEFL-SVR\Company\Conference\2022%20Belfast%2017-20%20May\Exhibition%20and%20Sponsorship\1.%20Exhibition\Booking%20Forms\exhibition@iatefl.org)