

## **Booking Terms & Conditions: Synonymous Limited**

**Event:** Lord's Long Room Lunch with Graeme Swann and Graham Gooch OBE

**Event Organiser:** Synonymous Limited, Synonymous Limited whose registered office is a Dickens House, Guithavon Street, Witham, Essex, England, CM8 1BJ 13528929

**Date:** Tuesday 18th June 2024

**Venue:** Lord's Cricket Ground, St John's Wood Rd, London, NW8 8QN

**Dress code:** Gentlemen are required to wear lounge suits with a strict tie policy.

- By completing a booking form for the above event, I confirm acceptance of the following terms and conditions
- **Payment terms:**
  - Price per person £229 + vat (standard table)
  - Price per person £329 + vat (VIP table)
- Full balance due within 30 days of submission of the booking form.
- All bookings will be treated as provisional until the online event booking form has been returned complete and the required payment made to synonymous and received.
- All prices quoted are exclusive of VAT which will be charged at the prevailing rate at the time of submission of the event booking form and subject to alteration should the VAT rate change between submission date and the event.
- The event booking form must be returned by the client and received by synonymous within five working days of the date of issue. The provisional booking will be released if synonymous does not receive the booking form within that period.
- Should payment not be received within the above-outlined timescales synonymous fully reserves the right to release the related booking.
- Payment can be made via bank transfer
- I understand the event will have a dress code as stated above

- Should synonymous for reasons beyond its control, need to make any amendments to your booking they reserve the right to offer an alternative event/venue within a reasonable travelling distance.
- If any stage it becomes necessary for the client to cancel their booking owing to unfortunate circumstances synonymous reserves the right to charge a cancellation fee which will be based on the full value of the event package.
- Synonymous should be verbally notified of all cancellations with email or written confirmation sent no later than 1 working day after the verbal cancellation was given.
- I understand the event organiser and the venue will attempt to accommodate as much as possible specific food allergies provided they are brought to the attention of the event organiser at least 14 working days before the event.
- I understand that I am responsible in ensuring all guests attending under my booking(s) are over the age of 18 on Tuesday 18th June 2024
- I understand that synonymous will be allocating tables on a first come, first served basis
- I understand that bookings of nine people or less may be combined on shared tables
- Raffle tickets will be available to purchase on the day at £10 a strip which will include entry into the pre-lunch heads & tails game
- The event organiser / venue reserves the right to reject a booking upon reasonable grounds
- The event organiser reserves the right to charge a supplementary fee as a percentage of the booking if the venue increases their charges owing to inflationary pressures.
- The event organisation has the right to change the speakers at the event at any time.
- I accept on behalf of my guest(s) to comply with the rules and regulations of the venue and to comply with those at all time
- I am unable to bring food and drink into the venue
- Parking is not available at the venue
- In the scenario of the event being cancelled a full refund will be made by the event organiser within 14 days of the cancelled event

- The event organiser will adhere to all relevant data protection laws and regulations when processing enquiries and bookings
- At the event it is the responsibility of the group organiser to ensure all members of the group adhere to the above mentioned dress code. Failure to comply with the dress code may result in non-admittance.
- The client must fully reimburse the costs and any resulting loss of business of repairing damage caused to any contents, ground or property caused by yourself and / or your guests to the event venue, synonymous or third party suppliers providing services at the event and / or venue.
- Synonymous cannot hold responsibility for any loss or damage to any equipment or personal belongings taken to the event. We accept no liability for any loss of damage.
- Any data provided by you or your guests at the event will be added to the synonymous database.