

# Conference Business Forum booking form

**Monday 22 - Tuesday 23 September, Annual Conference 2008**

This year, the Conference Business Forum (formerly Corporate Day) will be held on Monday 22 – Tuesday 23 September. The number of places is limited and we would encourage everyone who is attending to inform us as soon as possible by returning the attached booking form. In addition to the full programme you can also opt to attend the Monday only. This includes the full Monday programme but does not require guests to apply for a security cleared conference pass as all Mondays events will be held outside the secure area. On receipt of a completed booking form you will be forwarded a link to obtain your one or two day pass.

Invoices will be raised upon receipt of this form, and further information regarding the day forwarded to respondents in due course.

Chamber of Commerce members are eligible to a £50 discount on the price of their forum pass. To claim this discount please quote promotional code **LPCommerce** on your booking form.

**Conference Business Forum**, (£1,750 plus VAT)\* includes the following:

- Full week balcony pass
- Two lunches
- Reserved seats for the Leader's speech
- Conference dinner
- Three seminars
- Business breakfast
- Business reception

\*This is a wholly commercial transaction with no element of political donation. No reporting under PPERA is therefore necessary.

**Monday only**( £500 plus VAT)\* includes the following:

- One lunch
- Two seminars
- Business reception

NB All of Monday's events will be held outside the secure area and this does not include a conference pass

\*This is a wholly commercial transaction with no element of political donation. No reporting under PPERA is therefore necessary.

## The programme

### **Monday 22 September (times tbc)**

13.00 – 14.30	Lunch	buffet style with speaker
14.30 – 16.00	Seminar 1	round table
16.30 – 18.00	Seminar 2	Q and A
19.00 - 21.00	Business reception	

### **Tuesday 23 September (times tbc)**

08.00 – 09.00	Ministerial breakfast	
09.30 – 11.00	Seminar 3	round table
11.30 – 13.00	Lunch	
14.00 – 16.00	Leader's speech	
18.30 – 22.30	Conference reception and dinner	

The details of this agenda may be subject to change.

Seminars and lunches will be attended by a number of Ministers from key relevant departments.

Further details will be made available as the full conference schedule is confirmed.

Name of organisation: \_\_\_\_\_

Address of organisation: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Booking contact name: \_\_\_\_\_

Booking contact phone number: \_\_\_\_\_

Booking contact email: \_\_\_\_\_

**Attendees details:**

Promotional code: \_\_\_\_\_

Name of person (1) attending: \_\_\_\_\_

Email: \_\_\_\_\_

Tick box       Full Programme £1,750 plus VAT       Monday £500 plus VAT

Name of person (2) attending: \_\_\_\_\_

Email: \_\_\_\_\_

Tick box       Full Programme £1,750 plus VAT       Monday £500 plus VAT

Name of person (3) attending: \_\_\_\_\_

Email: \_\_\_\_\_

Tick box       Full Programme £1,750 plus VAT       Monday £500 plus VAT

If you wish more people to attend please contact the Corporate Relations Team on  
**020 7783 1377** or via email at [corporate@new.labour.org.uk](mailto:corporate@new.labour.org.uk)

Once completed please return this form to:

**Corporate Relations**

The Labour Party  
39 Victoria Street,  
London SW1H 0HA

or by fax **020 7783 1537**