

Yorkshire Region Social Fund

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS YORKSHIRE REGION

ANNUAL DINNER - FRIDAY 19th NOVEMBER 2010

The Yorkshire Region Annual Dinner will be held at:

Leeds Marriott Hotel,
4 Trevelyan Square, Boar Lane, Leeds, LS1 6ET

NOTES FOR GUIDANCE WHEN APPLYING FOR TICKETS

Reception: 7.00pm for 7.30pm. **Dress:** Dinner Jackets.

The closing date for application forms and remittance is Friday 5th November 2010, However due to the change in venue, early booking is recommended as places this year are severely limited and tickets will be sold on a strict first come, first served basis.

Circular tables will be arranged where possible to cater for individual parties up to a maximum of 12 per table. It is expected that hosts will maintain the sensible behaviour of their guests.

Despite losses incurred at last year's event, the ticket cost remains at £48.00 per person, and includes a 3 course meal with cheese platter and comedy entertainment. (Unfortunately no refunds can be awarded unless exceptional circumstances prevail).

Overnight accommodation, including full English breakfast, is available at the Hotel for the reduced rates of £79 per room, (Please reserve accommodation direct with the hotel by telephoning central reservations on 0800 221222 (and quoting code C39). Parking is also available at the adjacent NCP car park (post code LS1 5DE), for which a 5% discount is available for residents.

A wine list will be provided on receipt of application forms, (which should then be returned direct to the Hotel).

Please detail any special dietary requirements, (vegetarian, vegan etc.), on the attached application form.

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2010 ANNUAL DINNER APPLICATION FORM

Please forward tickets at £48 each for the CIBSE Yorkshire Region Annual Dinner to be held on Friday 19th November 2010, for which I enclose a total remittance of £ (Cheques should be made payable to: "CIBSE Yorkshire Region Social Account").

Please complete the following in BLOCK letters.

HOST:

COMPANY:
.....

ADDRESS:
.....
.....

POST CODE:

TEL: (Bus.): (Mobile): (Home):

Email:

Blank place cards will be provided for completion by hosts, alternatively place cards will be completed by the Social Fund Secretary, providing full details of guests are supplied below.

Please complete details below:

BLANK PLACE CARDS REQUIRED: YES/NO (If **NO** please provide guest list below).

GUESTS:
..... (continue overleaf)

WINE LIST REQUIRED: YES/NO

SPECIAL DIETARY REQUIREMENTS YES/NO (include details overleaf)

Please return this form with remittance to: G. D. Hoyle CEng, FCIBSE, FRSH, MBIFM,
CIBSE Yorkshire Region Social Fund Secretary,
94 Hall Park Avenue, Horsforth, Leeds LS18 5LY.
Tel: 07793 858828
Email: graham.hoyle@carillionplc.com