

## EVENT DETAILS

12.15 – Drinks Reception

13.00 – 16.00 - 3 Course lunch with a guest speaker

HBF Member Meetings & AGM

The HB members meetings will be held at 10.15 and AGM held at 12, before the drinks reception and are open for all members to attend. Please indicate below number of guests attending. Both morning meetings are free to attend but a cost applies to the reception and lunch.

Places for the Members Meetings

Places for the AGM

## TICKETS

The HBF Annual Lunch is a member only event

If you are unsure whether your company has HBF membership, please call 020 7960 1646.

Each place includes an ½ bottle of wine per person

**Special price for table bookings made before the 28<sup>th</sup> March 2025**

Pricing after 28<sup>th</sup> March

Individual Ticket  
£250.00+vat

Table  
Table of 10 - £2,400.00+vat

Table  
Table of 10 - £2,500.00+vat

Individual Ticket  
£250.00+vat

Table  
Table of 12 - £2,880.00+vat

Table  
Table of 12 - £3,000.00+vat

## CONTACT DETAILS

Title

First Name

Surname

Email\*

Company

Telephone

Job Title

Company

Address

\*A Confirmation email with full event details and guest name/dietary form will be sent to this email address once payment is received

## PAYMENT DETAILS

BACS payment\*

Please indicate the expected payment date

Payment reference **AGM**

### Bank Details

Royal Bank of Scotland. Housebuilder Media **SC:15-10-00/AN: 24215418**

RBS, PO BOX 39952, 2 ½ Devonshire Square, London EC2M 4XJ VAT REGISTRATION NO. 882 6294 86

\*Otherwise on receipt of the completed form, we will send a payment link to the contact email above

**RETURN TO: [events@house-builder.co.uk](mailto:events@house-builder.co.uk)**

### TERMS & CODE OF CONDUCT

By confirming my attendance at this event, I am agreeing to the HBF and HBM attendee Code of Conduct <https://www.hbf.co.uk/c/code-of-conduct/> that requires me, and anyone who I am booking this event for, to behave in a professional manner, treat all individuals with respect and dignity and in a way that avoids any harassment or discrimination.

### Booking Conditions

Details of the event were correct at the time of going to print. HBF reserves the right to alter or cancel the programme without notice. A confirmation will be sent to you on receipt of your booking. Payment is required prior to the event and made payable to Housebuilder Media. Invoices cannot be provided, however a VAT Receipt will be issued upon payment. VAT will be charged at the prevailing rate.

Final details will be sent out closer to the event.

Photographs / videos will be taken at the event and used within events marketing for HBF and Housebuilder. If you wish for your image not to be used then please contact a member of the events team.

### Cancellation Policy

Cancellations must be made in writing to the Events Team. Cancellations up to 92 days before the event are fully refundable but subject to a £25 administration fee per booking. Cancellation between 91-71 days before the event – the cancellation charge is 60% of the booking total. Cancellation 70 days and less before the event – the cancellation charge is 100% of the booking total. Substitute names can be given at any time.

**Housebuilder Media will use the information provided to contact you about this booking.** Housebuilder Media and HBF run a series of business related housebuilding events throughout the year and would like to inform you about them (please tick box)

**Yes please, contact me about future Housebuilder Media and HBF Events**

**No thank you, I do not wish to hear about future Housebuilder Media and HBF Events**

(please note that if you tick this box, you will NOT receive information on any future events)