



The Lace Exchange



(with The Lace Guild CIO AGM)

Saturday 20th April 2024

Booking Form

Please complete a **separate** form for each person.

The last date for booking is 1st March 2024.

Name:

Address:

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Telephone Number: E-mail:

Are you a Member? Yes No (please circle) Membership Number:

Timetable for the day: Open: 10am – 4pm

- Suppliers Fair – doors open 10am (including Chris Parsons and Acorn Bobbins)
- Lace Guild Publications and goods
- A wide selection of events will run throughout the day including:
 - Demonstrations
 - Talks
 - Trouble-shooting sessions
 - Exhibits and
 - Workshops
- Lace-In 10-3.30
- **Lunch:** *Early lunch* will be between 12 and 1pm; *Late Lunch* will be between 1pm and 2pm. Attendees will need to collect a ticket on arrival for their choice of lunchtime on the morning – choices will not be taken in advance.
- The Lace Guild AGM: 4-5pm (Members Only)

Refreshments

Refreshments and snacks will be available in the lounge all day and are included in the Full Day Delegate rate.

Lunch

There will be a spectacular 3-course buffet-style lunch included in the Day Delegate rate, with a wide range of options. The Menu is set the week before, therefore we are unable to tell you what the choices will be in advance.

If you have any specific dietary requirements, please give details on a separate sheet or email: thelaceguild.exec3@gmail.com. Andrea Gaskell will liaise with the catering team. The University has assured us that all dietary needs can be met.

Day Delegate Ticket: £65 each

Ways to Pay:

Please follow these steps:

1) Ticket Tailor –

- a. we have set the event up on Ticket Tailor so that you can do a Bank Transfer – this is done separately and should be carried out within 7 days.
- b. Register online at Ticket Tailor, following the instructions on your screen, using this link: <https://buytickets.at/thelaceguildcio/1051685>
- c. Once you are registered you will receive an email confirmation with an Invoice attached. This Invoice will have the Bank Account details to use for online payment. Please quote your Order ID, as the Reference, as given in your confirmation email.
- d. Then, please complete and email/post your Booking Form to The Hollies.
- e. The Hollies will send an email confirming receipt of your payment or enclose an SAE if posting.

2) Ticket Tailor and Payment by Cheque -

- a. Register on Ticket Tailor, as above.
- b. Send a cheque payable to 'The Lace Guild CIO' with your completed Booking Form to The Hollies, with an SAE for a receipt.
- c. Please quote your Order ID given in your confirmation email.

3) Payment by Post –

- a. Complete your Booking Form and return it to The Hollies, enclosing a Cheque payable to 'The Lace Guild CIO'. Please enclose an SAE for a receipt.

4) Payment over the Telephone –

- a. The Office at The Hollies can take payments over the telephone using your Debit or Credit card. Please call Wednesday to Friday between 10am and 3pm.
- b. Booking Forms can then be posted or emailed to The Hollies.

Accommodation:

The venue has B & B hotel accommodation available which can be booked for the night before using the following link: <https://bandb.warwick.ac.uk> using our Booking Code: **LGAGMBB**

Volunteers:

We will need some extra helping hands at this event. Please let us know if you are happy to help: Yes No (please circle)

Please return your Booking Form to:

The Lace Exchange,
The Lace Guild,
The Hollies,
53 Audnam,
Stourbridge,
West Midlands
DY8 4AE

Or

Email: office@laceguild.org

Tel: 01384 390 739

Ticket Tailor Order ID: