



Voucher Catering Booking Form

If you wish to provide catering for your team with food and drink, without reserving a dedicated hospitality area, vouchers are available for the voucher catering unit provided by Smart Hospitality Ltd. Please complete the below voucher catering form to secure your vouchers. Please note, these must be ordered by Wednesday 3 June 2020 and are not available to purchase on the day.

If you wish to provide a dedicated hospitality area for your team, please refer to the separate hospitality unit or picnic area booking forms.

Booking Information

- Vouchers are redeemable from the dedicated voucher catering unit located in Village Two, south of Central Avenue
- Voucher can be redeemed for 1 item of food plus 2 drinks per voucher
- Please refer to the voucher catering menu for more information
- Vouchers are sold on a first come, first served basis
- Vouchers will be posted to your company address week commencing 22 June 2020 To place your order, please read and sign the Terms & Conditions and return the completed booking form to london@corpchallenge.jpmorgan.com and make full payment to Smart Hospitality Ltd.

Payment Information

- The 2020 payment schedule for catering is:
 - 100% payment to be actioned when booking form and signed Terms and Conditions are email
- Payment Information
- Any additional charges incurred during the event will be invoiced week commencing Monday 6 July 2020
- Please include your PO reference on the booking form
- BACs Payment can be received with the following bank details:
 - Account Name: Smart Hospitality Ltd
 - Bank: Lloyds TSB Bank PLC
 - Account Number: 03605138
 - Sort Code: 30-15-53
- Please note all BACs transfers must have a reference of 'JPM' followed by your 'company name'
- To pay by credit card, please included contact details below and Smart Hospitality Ltd will make contact to process the payment
- Smart Hospitality Ltd take Amex credit cards

Terms & Conditions

Please carefully read through the following terms and conditions before completing the booking form.

- Payments and booking for your catering must be received by 5pm Wednesday 3 June 2020
- All prices quoted exclude VAT
- Your catering is not confirmed until payment is received
- Failure to meet the required payment schedule will result in the loss of your complete catering reservation
- We have appointed approved suppliers, Smart Hospitality Ltd., to provide catering. Due to restrictions placed upon us by Battersea Park and Health & Safety regulations, alternative contractors cannot be used and food and beverages from outside sources will not be allowed
- The total cost of the catering is based on the quantities ordered, and not quantities consumed
- Professional bartenders will receive, secure and control the distribution of the beer, lager and wine within each the voucher catering unit. Wine will be poured only by the bartenders, and only into cups. No wine bottles will be distributed. Glass is not permitted anywhere on the J.P. Morgan Corporate Challenge event site
- Alcoholic beverages will not be served to minors and the event caterer will require age identification of individuals suspected to be underage. Alcoholic beverage service will be denied to anyone showing any signs of inebriation or inappropriate behavior. Any such individual may be identified to the Company Captain and the company may be denied race/hospitality village entry for future Corporate Challenge races
- Last orders at the bar are at 9:30pm, and all catering must end by 9:45pm. The Hospitality Villages must be vacated by 10pm. No extensions of time are permitted Alcohol is not permitted to be removed from the park during or immediately after the J.P. Morgan Corporate Challenge event. Beverages are not bought on a sale or return basis.
- In the event that you must cancel your catering vouchers, any monies paid to date are NON-REFUNDABLE. If a cancellation is made after Wednesday 3 June 2020 the company will be held liable for the outstanding balance plus any additions
- In the unlikely event that circumstances beyond our control cause delay or abandonment of the event, this decision will be made by J.P. Morgan in consultation with Battersea Park, Limelight Sports (Race Coordinators) and an independent Health and Safety Consultant. J.P. Morgan and Limelight Sports will not be held liable for any loss incurred by our companies. We can only recommend that you contact your company insurers to ascertain if you are insured against such a loss
- Companies who disregard the event Terms & Conditions risk future participation

Please complete the booking form below and submit payment in order to secure your booking. Retain a copy for your personal records. See the Menu Package for further details.

Please consider the environment before printing all pages of this form.

Company Name: _____

Day of Run: Wednesday 1 July Thursday 2 July PO Reference No.: _____

Hospitality Contact Name: _____

Email: _____ Phone: _____

I have read and agree to the Terms and Conditions outlined in the catering booking form

Company address for voucher delivery: _____

Invoice Contact Name/Address: _____

Address: _____

Phone: _____ Mobile: _____

Email: _____

Invoice Email (if different to above): _____

Please sign and date below to confirm agreement of the terms and conditions:

Sign: _____

Date: _____

VOUCHER VALUE/COST	NO. OF VOUCHERS	TOTAL COST
£10.00 (includes 1 item of food plus 2 drinks per voucher)		£

Payment

Total Cost of Vouchers: £ _____

20% VAT: £ _____

Grand Total Vouchers incl. VAT: £ _____

Choose payment option below:

Option 1 I have arranged for a BACS transfer of Grand Total

Option 2 I wish to pay Grand Total by credit card. _____

Please include contact number, Smart Hospitality Ltd. will be in touch to process card payment