|  |  |
| --- | --- |
| **Name of Lead Booker:** |  |
| **Total Guests in Party:***(including lead booker)* |  |
| **Name(s) of Guests:***(to be confirmed no later than 14 days prior)* |  |
| **Company Name:** |  |
| **Telephone Number:** |  |
| **Email Address:** |  |
| **Address:** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Option** | **Unit Cost** | **Quantity** | **Total** |
| **Table of 10** | £2,000.00 + VAT |  |  |
| **Individual Space** | £200.00 + VAT |  |  |

**Payment Information**

Once completed, this form should be sent to **events@thewigleygroup.com**. Payments are to be made via BACS transfer to The Wigley Group Ltd. Sort code: 54-41-00 / Account number: 05025052. Please let us know when payment has been made and include ‘WSFBall’ in your reference so we can distinguish your payment.

Other booking arrangements may be available on request. Please specify upon submission of this form if you wish to make alternative arrangements.

**Privacy Notice**

By attending the event you consent to appearing in any photographs taken by our photographer and the use of photographs on our website (www.thewigleygroup.com) and social media. We will use the photographs and process your personal data in accordance with our Privacy Policy (available on our website).

The Wigley Group Ltd of Stockton House, Rugby Road, Stockton, Warwickshire, CV47 8LB is the “data controller” for the purposes under the UK General Data Protection Regulation and Data Protection Act 2018. Please address any questions, comments and requests regarding our data processing practices to claire@thewigleygroup.com.

**Useful Information**

**Overnight Accommodation**

Overnight accommodation is available at the Hilton DoubleTree which is on site at the Coventry Building Society Arena. A standard queen room is available for £75.00 per room per night (single occupancy), inclusive of breakfast and VAT. Please note there is a surcharge of £12.00 per room per night for double occupancy. [**Click here**](https://www.hilton.com/en/book/reservation/deeplink/?ctyhocn=CVTRADI&groupCode=0710WA&arrivaldate=2021-10-07&departuredate=2021-10-08&cid=OM,WW,HILTONLINK,EN,DirectLink&fromId=HILTONLINKDIRECT) to book your room today.

**Car Parking**

[**Click here**](https://www.glideparking.com/cbsarena/events/entertainment-events) to pre-book your car parking for the event. Alternatively, you can pay on the night at the pay machines located on the ground floor upon departure. Please enter code 6640 to reduce the tariff to £6.00 per vehicle for the evening.