

**PICNIC AREA BOOKING FORM
BATTERSEA PARK • LONDON
6 & 7 JULY 2022**



Picnic Area Booking Form

Picnic Areas are available for companies who wish to provide post-race hospitality for their teams participating in the J.P. Morgan Corporate Challenge 2022.

Each Picnic Area is suitable for 10 runners. Companies can book up to 5 areas, accommodating up to 50 runners. For larger teams, we offer Hospitality Units, please refer to the separate hospitality booking form for further information.



Please note that catering must be ordered when booking a Picnic Area. Please complete the catering booking form separately and return this to london@corpchallenge.jpmorgan.com by Tuesday 7 June 2022. All catering payments are to be made to The Moving Venue Caterers Ltd. Details of this can be found on the catering booking form.

Booking Information

If you would like to book a Picnic Area, please complete and return the booking form below, ensuring you have signed the terms and conditions of the booking. Forms should be returned via email to london@corpchallenge.jpmorgan.com along with 100% payment via BACS.

Payment Information

BACs Payment can be received with the following bank details:

Bank: Coutts & Co
Address: 440 Strand, London WC2R 0QS
Account Name: Limelight Sports Ltd
Account Number: 05162718
Sort Code: 18-00-02
IBAN: GB40 COUT 1800 0205 1627 18
Swift: COUTGB22

Please note all BACs transfers must have a reference of 'JPM' followed by your 'company name'

Terms & Conditions

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

- Payments and booking for your catering must be paid within 30 days of receiving your invoice and no later than Tuesday 7 June 2022.
- 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 hospitality reservation including catering.
- The Picnic Area capacities stated on the booking form are based on up to 10 people per table area. These capacities are recommended by an independent Health and Safety Advisor and must be adhered to. A Health & Safety Auditor will be on site during the event to ensure that picnic area capacities are not exceeded. Any picnic area exceeding capacity will be directed to reduce numbers until the recommended capacity is met. Please ensure that you have understood this information before placing your order.
- You must indicate your estimated team size and ensure that you order the appropriate number of Picnic Areas to accommodate all of your guests.
- Furniture is included within your Picnic Area, this will include a picnic table (seating 6) and parasol per area booked, with your company sign
- You will be liable for any damage caused to furniture within your area
- If you are booking a Hospitality Unit for the 2022 London J.P. Morgan Corporate Challenge, you are required to book catering with the contracted supplier, The Moving Venue Caterers Ltd. Food and beverages from outside sources will not be allowed into your picnic area.
- **Banners, branding, and balloons are not allowed anywhere within the picnic area**
- Last orders for drinks during the evening are at 9:30pm, and all catering must end by 9:45pm. Your Picnic Area and the Hospitality Villages must be vacated by 10pm. No extensions of time are permitted.
- In the event that you must cancel your Picnic Area, any monies paid to date are NON-REFUNDABLE
- 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 clients. We can only recommend that you contact your company insurers to ascertain if you are insured against such a loss
- Companies who disregard these Terms & Conditions risk future participation in the event

To book a Picnic Area(s), please complete the booking form, including signed acknowledgment of the Terms and Conditions, and 100% payment. Please retain a copy of this Booking Form and the Terms and Conditions for your personal records.

Company Name:	
Day of Run:	<input type="checkbox"/> Wednesday 6 July <input type="checkbox"/> Thursday 7 July
Hospitality Contact Name:	
Hospitality Contact Email:	
Hospitality Contact Phone Number:	
PO Ref (if required):	
Invoice Address:	
Invoice Contact Name:	
Invoice Email:	
Please sign and date below to confirm agreement of the terms and conditions:	
Sign:	
Date:	

PICNIC AREAS

Picnic Area prices include a picnic bench, parasol, and company sign. You may order up to 5 picnic areas for a total of 50 people - 1st table is £350, with £300 for each table thereafter. All prices are exclusive of VAT.

PICNIC HAMPER VALUE/COST	CAPACITY PER AREA	COST PER CAPACITY	CAPACITY NO.	TOTAL PRICE (excl. VAT)
Picnic Area (on the grassy area, along Central Avenue)	Up to 6 seated at one table & 4 standing (10 people total)	1-10: £350 11-20: £650 21-30: £950 31-40: £1,250 41-50: £1,550		£
			Total Unit Cost:	£
			20% VAT:	£
			Grand Total Picnic Area Incl. VAT:	£

I have arranged for a BACS transfer for the immediate 100% payment of _____