NEW WINE MEDIA PACK 2013
WITH MARKETPLACE APPLICATION
# New Wine 2013 Media Pack

## CONTENTS

<table>
<thead>
<tr>
<th>Page</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>P3</td>
<td>Market Place Terms &amp; Conditions:</td>
</tr>
<tr>
<td></td>
<td>Section 1: Dates</td>
</tr>
<tr>
<td></td>
<td>Section 2: Space Available</td>
</tr>
<tr>
<td></td>
<td>Section 3: Pricing</td>
</tr>
<tr>
<td>P4</td>
<td>Section 3: Pricing continued</td>
</tr>
<tr>
<td></td>
<td>Section 4: Stand Information</td>
</tr>
<tr>
<td></td>
<td>Section 5: Stand Representatives: Conduct &amp; Passes</td>
</tr>
<tr>
<td></td>
<td>Section 6: Stand Representatives: Booking Process</td>
</tr>
<tr>
<td>P5</td>
<td>Section 6: Stand Representatives: Booking Process continued</td>
</tr>
<tr>
<td></td>
<td>Section 7: Electricity, Tables &amp; Chairs</td>
</tr>
<tr>
<td></td>
<td>Section 8: Opening Hours</td>
</tr>
<tr>
<td></td>
<td>Section 9: Set Up &amp; Set Down</td>
</tr>
<tr>
<td></td>
<td>Section 10: Selling</td>
</tr>
<tr>
<td>P6</td>
<td>Section 11: Further Publicity Opportunities</td>
</tr>
<tr>
<td></td>
<td>Section 12: Insurance</td>
</tr>
<tr>
<td></td>
<td>Section 13: Application for space</td>
</tr>
<tr>
<td></td>
<td>Section 14: Payment</td>
</tr>
<tr>
<td></td>
<td>Section 15: Cancellations</td>
</tr>
<tr>
<td></td>
<td>Section 16: Alterations</td>
</tr>
<tr>
<td>P7</td>
<td>Summer Marketplace Application Form 2013</td>
</tr>
<tr>
<td>P8</td>
<td>Advertising booking form</td>
</tr>
<tr>
<td>P9</td>
<td>New Wine Magazine Rate Card 2013</td>
</tr>
<tr>
<td>P10</td>
<td>(New Wine Magazine Rate Card continued)</td>
</tr>
<tr>
<td>P11</td>
<td>Summer Conference Programme Rate Card 2013</td>
</tr>
<tr>
<td>P12</td>
<td>(Summer Conference Programme Rate Card continued)</td>
</tr>
<tr>
<td>P13</td>
<td>VAT exemption</td>
</tr>
<tr>
<td>P14</td>
<td>Non summer exhibitor application form</td>
</tr>
</tbody>
</table>
New Wine’s vision: To see the nation changed through Christians experiencing the joy of worshipping God, the freedom of following Jesus, and the power of being filled with the Spirit.
To see churches renewed, strengthened and planted, living out the word of God in every aspect of life, serving God by reaching the lost, broken and poor, and demonstrating the good news of the Kingdom of God to all.

The Marketplace at New Wine exists to support this vision and provides a place for delegates to explore a wide range of resources and discover opportunities to give, pray and serve. We welcome exhibitors/retailers who are in sympathy with our vision and values and recognise the part the Marketplace plays in our overall mission.

Please read through the following terms and conditions carefully.

1. DATES

North & East: 3—9 August 2013
Newark and Nottinghamshire County Showground, Newark

London and South East: 27 July—2 Aug 2013
Central and South West: 4—10 August 2013
Royal Bath and West Showground, Shepton Mallet*

*Those wishing to rent space at Shepton Mallet will need to apply for the whole two-week period and staff their stand accordingly.

2. SPACE AVAILABLE

Both Newark and Shepton Mallet, the Marketplaces are located in a hard-standing building on an agricultural showground.

In Shepton Mallet space is offered on the ground floor and balcony.

3. PRICING

<table>
<thead>
<tr>
<th>Stand size</th>
<th>Newark 1 week</th>
<th>Shepton Mallet 2 weeks (Ground Floor)</th>
<th>Shepton Mallet 2 weeks (Balcony)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2x2m</td>
<td>£460</td>
<td>£980</td>
<td>£732</td>
</tr>
<tr>
<td>3x2m</td>
<td>£690</td>
<td>£1470</td>
<td>£1098</td>
</tr>
<tr>
<td>4x2m</td>
<td>£920</td>
<td>£1960</td>
<td>£1464</td>
</tr>
<tr>
<td>4x3m</td>
<td>£1380</td>
<td>£2940</td>
<td>£2196</td>
</tr>
</tbody>
</table>

Other sizes also available upon request.

Stands must be paid for by 31 May 2013. The rent of the stand space also includes:
- Two Free Of Charge transferrable tickets for stands 6m² or smaller.
- Four Free Of Charge transferable tickets for stands larger than 6m².
- Access to one electric point.
- An interview on New Wine Radio
- A 20-word organisation summary printed in the conference programme
DEPOSITS: A cheque deposit, made payable to ‘New Wine Resources’, must be paid upon booking. Your cheque will be returned if your application is unsuccessful.

<table>
<thead>
<tr>
<th>Stand rental under £500</th>
<th>£501 – 999</th>
<th>£1000 – 1499</th>
<th>£1500 +</th>
</tr>
</thead>
<tbody>
<tr>
<td>£150 deposit</td>
<td>£250 deposit</td>
<td>£375 deposit</td>
<td>£500 deposit</td>
</tr>
</tbody>
</table>

COMMISSION — For those trading directly, a 22.5% turnover rent will be applied. Invoices will be sent out post event for the balance if 22.5% of sales are greater than the cost of the space. To aid verification and prompt administration, retailers will be expected to disclose daily takings. Retailers are also required to record income in as much detail as possible and, ideally, to provide till receipts or similar records. We request that confirmed figures are sent to New Wine post event by 23 August 2013.

VAT - Prices for exhibitors and retailers are non-VATable.

3. PRICING continued

4. STAND INFORMATION

Exhibitors may not sell, sub-let, advertise or share space with any other organisation without prior written consent from New Wine.

All storage space, stand furnishings and exhibits must be confined to the space booked. If your stand and/or exhibiting materials reach a height of over 2.5m you must contact the New Wine office to agree your plans. Working and moving exhibits must not be left unattended during opening hours. It is the exhibitor’s responsibility to ensure that their stand and anything related to it, including all merchandise, meets with current Health and Safety legislation. It is also their responsibility that their stand reps behave in an appropriate manner and undertake their duties in a safe manner with due consideration to their surroundings and other people. We recommend you share, with the New Wine Marketing Manager, any plans you have for displaying large hung banners, before you spend money on them. They may not be able to be accommodated. Whilst the use of sound and video equipment is encouraged to attract delegates to your stand, exhibitors will be required to adhere to the volume levels regulated by the Marketplace host.

Leafleting on site is strictly prohibited. Any leafleting or publicity around the site must be pre-approved by New Wine.

5. STAND REPRESENTATIVES: CONDUCT & PASSES

CONDUCT

New Wine request that each of your stand representatives are suitably referenced by a Church Leader. Exhibitors take full responsibility for their representatives while on site and must ensure references are held for each representative, whether paid or voluntary. Exhibitors must ensure that all stand representatives are suitable to attend a family event and are not disqualified by a criminal record or any illegal activity. It is the exhibitor’s responsibility to take all reasonable steps to confirm that all stand representatives are of suitable character and behaviour to attend this event. New Wine reserve the right to refuse admission to stand representatives. New Wine reserve the right to carry out spot checks to ensure that these conditions have been met. Please contact the New Wine office if you have any questions regarding your reference. The main booker of each stand will be held responsible for the conduct of each stand representative. Young people, aged 13-16 years, may only work for one week. Those under 13 years old are not eligible and those under 18 must have a guardian on site. New Wine reserve the right to refuse or revoke exhibitors rights to be on site, at anytime and in the event that this means an exhibitor’s stand has to close, New Wine will refund the fee, or part of, as appropriate.

PASSES

All stand representatives MUST be in possession of a valid pass in order to be onsite. Transferable stand passes are allocated as per point no.3. All transferable passes are valid for ONLY one person at any one time. Extra transferrable tickets are not available after 1 June 2013 and cannot be guaranteed at any time due to the possibility of a fully booked conference at the time of booking. There are NO half prices tickets on offer for 2013.

Site passes: Representatives not wishing to attend any meetings, celebrations or seminars can purchase a week’s site pass for £45 and can be purchased through the online booking system at www.new-wine.org.

New Wine requests that you provide each of your stand representatives with your own organisation’s name badge with stand representative name, organisation name and the organisation logo visible.

6. STAND REPRESENTATIVES: BOOKING PROCESS

Upon a successful application, the Main Contact for the Organisation will be forwarded a link to the Exhibitor Stand Representatives Booking form to be filled in online on behalf of all stand representatives. This is due no later than 1 June 2013. New Wine will take stand information from the most recently submitted form as of 1 June 2013.
6. STAND REPRESENTATIVES: BOOKING PROCESS continued

<table>
<thead>
<tr>
<th>Stand rep pass allocation</th>
<th>Up to 6m²</th>
<th>Over 6m²</th>
</tr>
</thead>
<tbody>
<tr>
<td>FOC Transferrable ticket Allowance</td>
<td>2</td>
<td>4</td>
</tr>
<tr>
<td>Extra Place Cost (transferrable ticket)</td>
<td>£120</td>
<td>£120</td>
</tr>
<tr>
<td>Extra place cost after 1 June 2013 (standard delegate pass booked online)</td>
<td>£152</td>
<td>£152</td>
</tr>
</tbody>
</table>

Transferrable tickets will not be available after 1 June 2013. From that date any extra stand representatives will need to go through the standard delegate online booking process and will be charged full conference fees of £152.
Each exhibitor agrees not to have more people than passes on site at any one time.
New Wine reserves the right to make further enquiries of any stand representative to deem suitability to work in the Marketplace.
Accommodation (camping/size of tent/staying offsite etc) requirements must be made by 1 June 2013. New Wine cannot guarantee camping space anywhere, after this date.

7. ELECTRICITY, TABLES & CHAIRS

Each organisation is supplied with one 13-amp power supply. Extra electric points can be supplied at an additional cost. Tables and chairs are also available for hire (rates also listed on booking form on page 7).
All electrical equipment must have a current PAT certificate and comply with safety requirements. If the total loading of the electrical equipment exceeds 13 amps, an extra point must be purchased. Kettles, irons or electrical items generating heat are not to be used.
Additional 13-amp double socket: £70 each
Tables (6ft trestle tables): £15 each
Chairs: £5 each

8. OPENING HOURS

The Marketplace is open every full day of the conference from:
- 10.30am – 6pm
- 8.30pm – 10.30pm
Stands must be manned throughout this period. The Marketplace does not close at lunchtime, as it is logistically difficult. However, New Wine will adopt a common sense approach to the manning of the stands over the lunchtime.

9. SET UP & SET DOWN

Exhibitors may arrive on site from midday the day before the conference begins. Stands must be completely set up by 5pm on the first day.
A team meeting for all representatives will be held at 5pm on Day One of each week’s event.
Set down begins at 10.30pm on the final day of the conference. Exhibitors may not begin dismantling before this time. Early dismantling of stands will be taken into consideration for any future New Wine events you apply to exhibit at. In Newark the entire Marketplace must be cleared on the night of the final day.
Between the two events at Shepton Mallet (Saturday 3 Aug) the Marketplace will be closed.

10. SELLING

St Andrews Bookshop has the sole franchise for selling books, CDs and resources at all New Wine events. Any products that are being sold by St Andrews Bookshop cannot be sold on your stand.
An inventory of goods to be sold must be sent through to New Wine by 31 May 2013 for approval prior to the event. New Wine reserves the right to ask any organisation to refrain from selling any product which is deemed unsuitable. In providing/selling goods or services, the exhibitor is entering into a contract with the purchaser and should there be any disrupt/default on these goods or services, New Wine accept no responsibility.
11. OTHER PUBLICITY OPPORTUNITIES

CONFERENCE PROGRAMMES
Advertising in the summer conference programmes, North and South, is a great way to complement on-site presence in The Marketplace. Confirmed exhibitors may book before 1 March 2013 and receive a 20% discount (please see enclosed rate card on page 11).

JOB BOARDS
We also offer the opportunity to advertise, at a discounted rate, vacancies on the job boards, provided by OSCAR, in The Marketplace. For more information please contact the New Wine Marketing Manager on 020 8799 3777 or email marketplace@new-wine.org.

12. INSURANCE
Exhibitors are required to have their own public liability insurance. A copy will need to be produced on site. New Wine cannot be held responsible for any damage, theft or loss of equipment or stock owned or loaned to exhibitors.

It is also the exhibitor’s responsibility to ensure all staff have personal effects cover. The Marketplace is locked outside of opening hours, however, New Wine suggest that expensive items (e.g. laptops) are removed from the Marketplace while stands are unmaned.

13. APPLICATION FOR SPACE
All applications must be made using the ‘Marketplace Application Form 2013’ (page 7). Complete application forms must be accompanied by a cheque for the deposit amount, and sent to:
Marketplace Applications, 4a Ridley Avenue, Ealing, London W13 9XW. Cheques should be made payable to New Wine Resources.

Applications cannot be processed without receipt of deposit.
Applications must be submitted by 20 December 2012.
Applications will be acknowledged within 7 days and a decision made by 1 February 2013. If successful, your deposit will be debited.

New Wine reserve the right to accept or refuse an application without giving any reason. If space is denied, the deposit will be returned.

14. PAYMENT
Payments must be made in the following instalments:
- Deposit to accompany application form before 20 December 2012 (please note that bookings cannot be made without a deposit).
- Balance to be paid by 31 May 2013.

If full payment is not received by 31 May 2013, New Wine reserves the right to re-sell the stand space.

New Wine reserves the right to apply a 10% surcharge to any payment made after 31 May 2013.

15. CANCELLATIONS
All cancellations must be received in writing.
New Wine reserve the right not to return any deposit paid, for cancellations received between 1 Feb and 31 May 2013.
Cancellations received after 31 May 2013 will forfeit 100% of the cost of the stand space.
New Wine reserves the right to cancel an organisation’s booking at any time, prior to and during the event, and is not responsible for any losses incurred.

16. ALTERATIONS
No alterations to any of these terms and conditions shall be made by the exhibitor, except with the written prior approval of New Wine.

Tel: 020 8799 3765 Fax: 020 8799 3770 Email: marketplace@new-wine.org
New Wine, 4a Ridley Avenue, Ealing, London W13 9XW

New Wine Trust, registered office 4a Ridley Avenue, Ealing, London W13 9XW, is a private company limited by guarantee, registered in England and Wales No. 4126583. Registered Charity No. 1064415. New Wine Resources Limited, registered office 4a Ridley Avenue, Ealing, London W13 9XW, is a private company limited by shares, registered in England and Wales No 4306296 and is a 100% subsidiary of New
SUMMER MARKETPLACE
APPLICATION FORM
2013

SECTION A: CONTACT DETAILS
Organisation
Contact Name
Address
Telephone  Mobile
Fax
Email  Website
Invoice address (if different):

SECTION B: STAND DETAILS
Please reserve the following stand, if available:

<table>
<thead>
<tr>
<th>Event</th>
<th>Size</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Newark 3 - 9 August 2013</td>
<td>x m</td>
<td>£</td>
</tr>
<tr>
<td>Shepton Mallet 27 July - 10 Aug 2013</td>
<td>x m</td>
<td>£</td>
</tr>
</tbody>
</table>

Please specify whether you are booking as a: Retailer □ OR Exhibitor □

Will you be offering child sponsorship opportunities: Yes □ No □

SECTION C: EXTRA DETAILS
Please give a 20 word summary of your ministry to appear in the programme. Please start with your organisation name:

Extra items:
If you require access to plug socket you do not need to request it. Each organisation will be given access one 13 amp power supply. If you require an additional socket please tick the box below.
Please specify quantity of tables (£15), chairs (£5) and/or additional electric points (£70) required:

<table>
<thead>
<tr>
<th>Tables</th>
<th>Chairs</th>
<th>Extra electric points</th>
</tr>
</thead>
</table>

SECTION D: DECLARATION

☐ I have agreed to and abide by the terms and conditions laid down by New Wine.

☐ I will ensure our organisation holds appropriate references for all personnel representing us at New Wine, whether employed or voluntary.

I certify that the information contained in this application is complete and accurate to the best of my knowledge.

Signed          Date

Please send application form and deposit cheque (made payable to ‘New Wine Resources’) to the address below. Many thanks.
ADVERTISING BOOKING FORM 2013

MAGAZINE / CONFERENCE PROGRAMMES / CLASSIFIEDS

CONTACT DETAILS

Organisation

Client (if different)

Contact Name

Address

Telephone       Fax

Email

ADVERT DETAILS

Ad name       Your ref

Please tick if you are eligible for any of the following discounts:

Agency  New Advertiser  Series Booking  Marketplace Exhibitor

□   □   □   □
(Mag only)  (Programme only)

DISPLAY ADVERTISING

*10% extra for a guaranteed special position

CLASSIFIED ADVERTISING (Magazine only)

*10% extra for colour

<table>
<thead>
<tr>
<th>Publication (e.g. Magazine/Programmes)</th>
<th>Issue (Mag only)</th>
<th>Ad Size</th>
<th>Any special position*</th>
<th>Cost (£) Excl VAT and discounts</th>
</tr>
</thead>
<tbody>
<tr>
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<table>
<thead>
<tr>
<th>Semi-Display/Text</th>
<th>Issue</th>
<th>Column cm/no. of words</th>
<th>Mono/Colour*</th>
<th>Cost (£) Excl VAT and discounts</th>
</tr>
</thead>
<tbody>
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<td></td>
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</table>

Please send a hard copy proof and artwork by the copy deadlines to:
Advertising, 4a Ridley Avenue, Ealing, London W13 9XW

I agree to the terms and conditions as laid out by New Wine on the rate cards and will supply copy and proofs by the required deadlines.

Signed

Tel: 020 8799 3777   Fax: 020 8799 3770   Email: advertising@new-wine.org

New Wine Trust, registered office 4a Ridley Avenue, Ealing, London W13 9XW, is a private company limited by guarantee, registered in England and Wales No. 4126583. Registered Charity No. 1084415. New Wine Resources Limited, registered office 4a Ridley Avenue, Ealing, London W13 9XW, is a private company limited by shares, registered in England and Wales No 4506296 and is a 100% subsidiary of New Wine Trust.
NEW WINE MAGAZINE
RATE CARD 2013

New Wine Magazine seeks to equip Christians of any denomination and age. It has a current circulation of over 38,000 and an estimated readership of over 65,000*.

New Wine’s ‘every member ministry’ ethos nurtures an empowered, active and responsive readership.

The magazines are approximately 56 pages each, A4 and full colour. All rates exclude VAT.

*(Figure based on same circulation:readership ratio percentage as magazine reader research, April 2010; a full copy of research available on request)

BOOKINGS ALSO TAKEN FOR NEW WINE SUMMER CONFERENCE PROGRAMMES (see separate rate card on p.11)

Please see overleaf for technical data
MAGAZINE ADVERTISING TECHNICAL DATA

• Advertisement dimensions on this rate card give height first then width
• All images and fonts must be supplied as a hi-res PDF
• Please name your advert with the name of your organisation followed by the size of advert and issue of The New Wine Magazine that the advert is for
• Publisher and Word files are unacceptable
• In all cases a hard copy proof of the ad must be supplied for approval by the booking deadline

INSERTS
Please mark all boxes containing inserts: ‘For insertion into New Wine Magazine’ (plus issue no.), number of boxes (e.g. 5 of 10) and quantity per box.
Mark delivery to: ‘Inclusion in New Wine magazine mailing’
Deliver to: Halcyon (inserts deliveries), InTouch Mailing, Kindale House, Morris Close, Park Farm Industrial Estate, Wellingborough NN8 6XF

GLUED INSERTS
• Glued inserts available. Must be perforated for readers to be able to tear out. Glued part cannot be torn out.
• Supply trimmed, folded on a minimum of 115gsm stock
• 3mm extra head trim, If 4pp, then high folio should have a 10mm binding lip
• When folded should not cover more than 50% of an A4 page on each side

TERMS
All invoices must be paid within 30 days from the date of invoice. All special rates/discounts will be forfeited if invoices are not settled within this time. New Wine reserves the right to charge interest on unpaid invoices.

VAT EXEMPTION
VAT will be charged unless we are in receipt of a duly authorised exemption request by the copy deadline. Blank VAT exemption certificates are available upon request. (see p.13)

CONDITIONS OF ACCEPTANCE

1. All adverts are accepted subject to approval of copy and to space being available. They must comply with the British Code of Advertising Practise and not contravene any of the provisions of the Trade Descriptions Act 1968.

2. New Wine reserve the right to omit or suspend an advert at any time without assigning a reason for so doing. No claim on the part of any advertiser or advertising agency shall arise in this case.

3. If copy or artwork do not arrive at the stated destination by the copy date, New Wine reserve the right to repeat the last advert of the nearest size, or no ad will be included and the advertiser will be liable for the charges.

4. All images and font must be supplied on disc as appropriate. Any costs incurred for extra work resulting from failure to send images or fonts will be passed onto the advertiser. In all cases a hard copy proof of the ad must also be supplied.

5. All artwork will be kept by New Wine for 12 months after the issue appears and will only be returned on request.

6. While every care will be taken, New Wine will not be held responsible for damage to, or loss of artwork.

7. No guarantee can be given for a specified position unless an additional premium is paid, but advertisers’ wishes will be considered.

8. Cancellations or suspension of orders received after the booking deadline will incur a cancellation fee of 50% of the cost of the space. Cancellations or suspension of orders received after the copy deadline will incur a cancellation fee of 100% of the cost of the space. All cancellations must be received in writing.

9. New Wine accept no liability for any loss or damage caused by an error in accuracy in the printing of any advertising and reserve the right to amend or omit without prior notice.

10. Rates will usually be reviewed annually but are subject to change at one month’s notice.

11. All series discounts apply to the magazine only.

12. If your advert includes a cut-out coupon, please be sure to indicate this at the time of placing your booking. Failure to do so may mean that we are unable to accommodate your advertisement.
Summer Conference Programme (American A5)
Rate Card 2013

With a typical print run of 15,000, our summer conference programmes reach an event audience of around 30,000, North and South. New Wine’s ‘every member ministry’ ethos nurtures an empowered, responsive and active readership. The programmes are typically 100 pages each, American A5 and full colour (subject to change). All rates EXCLUDE VAT.

EVENT DATES:
- North & East: 3-9 August 2013, Newark
- London & South East: 27 July-2 August 2013, Shepton Mallet
- Central & South West: 4-10 August 2013, Shepton Mallet

DISCOUNTS
Agency: 10%
New Advertisers: 10%
Exhibitors: 20% (For bookings received by 28 February 2013)

INSERTS
Perforated, third page, centre-bound coupons
£1550 (99mm x 210mm)
Position confirmed with acceptance of booking

EXTRAS
Guaranteed Special Position: 10% extra

DEADLINES
Booking deadline: 15 May 2013
Copy deadline: 22 May 2013

CANCELLATION CHARGES
50% after booking deadline
100% after copy deadline

REGIONAL ADVERTISING
Should you wish to make a booking for just one of the summer conference programmes, North or South, the rates will be calculated as follows:
- Newark ONLY: 1/3 of ratecard plus 25%
- Shepton Mallet ONLY: 2/3 of ratecard plus 25%

BOOKINGS ALSO TAKEN FOR RUN OF ADS IN THE NEW WINE MAGAZINE (see separate rate card on p.9)

For further information or to book space contact the New Wine Marketing Department
Tel: 020 8799 3777  Fax: 020 8799 3770  Email: advertising@new-wine.org
New Wine, 4a Ridley Avenue, Ealing, London W13 9XW
TECHNICAL DATA

- Advertisement dimensions on this rate card give height first then width
- All images and fonts must be supplied on disc or hi-res PDF
  (Publisher and Word files are unacceptable)
- In all cases a hard copy proof of the ad must be supplied for approval by the booking deadline

TERMS

All invoices must be paid within 30 days from the date of invoice. All special rates/discounts will be forfeited if invoices are not settled within this time. New Wine reserves the right to charge interest on unpaid invoices.

VAT EXEMPTION

VAT will be charged unless we are in receipt of a duly authorised exemption request by the copy deadline. Blank VAT exemption certificates are available upon request. (see p.13)

CONDITIONS OF ACCEPTANCE

1. All adverts are accepted subject to approval of copy and to space being available. They must comply with the British Code of Advertising Practise and not contravene any of the provisions of the Trade Descriptions Act 1968.

2. New Wine reserve the right to omit or suspend an advert at any time without assigning a reason for so doing. No claim on the part of any advertiser or advertising agency shall arise in this case.

3. If copy or artwork do not arrive at the stated destination by the copy date, New Wine reserve the right to repeat the last advert of the nearest size, or no ad will be included and the advertiser will be liable for the charges.

4. All images and font must be supplied as a hi-res PDF. Any costs incurred for extra work resulting from failure to send images or fonts will be passed onto the advertiser.

5. While every care will be taken, New Wine will not be held responsible for damage to, or loss of artwork.

6. No guarantee can be given for a specified position unless an additional premium is paid, but advertisers’ wishes will be considered.

7. Cancellations or suspension of orders received after the booking deadline will incur a cancellation fee of 50% of the cost of the space. Cancellations or suspension of orders received after the copy deadline will incur a cancellation fee of 100% of the cost of the space. All cancellations must be received in writing.

8. New Wine accept no liability for any loss or damage caused by an error in accuracy in the printing of any advertising and reserve the right to amend or omit without prior notice.

9. Rates will usually be reviewed annually but are subject to change at one month’s notice.

10. If your advert includes a cut-out coupon, please be sure to indicate this at the time of placing your booking. Failure to do so may mean that we are unable to accommodate your advertisement.
If you are a registered charity and do not need to pay VAT on advertising you will need to complete the form on the next page and send it in with your booking form.

**Extract from the VAT Act 1994 as amended by SI 2000/805**

(1) SCHEDULE 8 - ZERO-RATING: GROUP 15 - CHARITIES ETC.

<table>
<thead>
<tr>
<th>Item No:</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>(8)</td>
<td>The supply to a charity of a right to promulgate an advertisement by means of a medium of communication with the public.</td>
</tr>
<tr>
<td>(8A)</td>
<td>A supply to a charity that consists in the promulgation of an advertisement by means of such a medium.</td>
</tr>
<tr>
<td>(8B)</td>
<td>The supply to a charity of services of design or production of an advertisement that is, or was intended to be, promulgated by means of such a medium.</td>
</tr>
<tr>
<td>(8C)</td>
<td>The supply to a charity of goods closely related to a supply within item 8B.</td>
</tr>
</tbody>
</table>

**CHARITY ADVERTISING**

**Request of Zero-Rating**

(Including recruitment advertising)

<table>
<thead>
<tr>
<th>I (full name and status in charity)</th>
</tr>
</thead>
<tbody>
<tr>
<td>of (name and address of charity)</td>
</tr>
</tbody>
</table>

I declare that the charity named above is buying from:- (name and address of supplier)

**New Wine Resources**

**4a Ridley Avenue**

**Ealing**

**London W13 9XW**

The following services are eligible for relief from VAT under item 8 of Zero Rate Group 15, Schedule 8 of the VAT Act 1994

(description of goods or services)

**Display/Classified Advertisement in**

Signature: .................................................................

Date: .................................................................

**NOTE TO SUPPLIER** You must keep this declaration for production to your VAT officer. The production of this certificate does not automatically authorise the zero-rating of the goods. It is your responsibility to ensure that the services supplied are eligible before zero-rating them.

**NOTE TO CUSTOMER** if you are in any doubt as to whether you are eligible to receive goods or services zero-rated for VAT you should consult VAT Notice 701/1 & 701/58 or seek advice from your local office before signing the declaration.

**WARNING** Section 72(3) of the VAT Act 1994 provides for severe penalties for anyone who makes use of a document which they know to be false for the purpose of obtaining VAT relief.
Please note New Wine cannot accept booking for different conferences on the same application

SECTION A: CONTACT DETAILS

<table>
<thead>
<tr>
<th>Organisation</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Name</td>
<td></td>
</tr>
<tr>
<td>Address</td>
<td></td>
</tr>
<tr>
<td>Telephone</td>
<td>Mobile</td>
</tr>
<tr>
<td>Fax</td>
<td>Mobile of main stand rep:</td>
</tr>
<tr>
<td>Email</td>
<td>Website</td>
</tr>
</tbody>
</table>

Invoice address (if different):

SECTION B: STAND DETAILS

<table>
<thead>
<tr>
<th>Event (write in name &amp; date of event)</th>
<th>Exhibitor Fee £</th>
<th>Quantity of Stand Representatives</th>
<th>Total fee before deductions of up to 2 stand reps booked in as delegates.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>£</td>
<td></td>
<td></td>
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<tr>
<td></td>
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<tr>
<td></td>
<td>£</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>£</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

SECTION C: EXTRA DETAILS

Please give a brief summary of your ministry:

Extra items:
Each organisation is entitled to mains power supply. To access this, you will need to provide your own extension cables and ‘multi-sockets’.

Each organisation is entitled to a 6ft (approx) table which is provided if you require it.

6ft table [ ] please tick if you require Table quantity [ ] Chair quantity [ ]

SECTION D: DECLARATION

I certify that the information contained in this application is complete and accurate to the best of my knowledge.

Signed [ ] Date [ ]

Please email, fax or post application form to the address below. Many thanks.

Tel: 020 8799 3777  Fax: 020 8799 3770  Email: marketplace@new-wine.org
New Wine, 4a Ridley Avenue, Ealing, London W13 9XW