

Event Specification

Ref: 106938

Integrating Spirituality Conference



Contact Information

Main Contact Prof Sunita Singh Sengupta Tel:
 Integrating Spirituality and Organisational Leadership Foundation Fax:
 C-17 Raj International Business Centre Email: sunita.isolfoundation@gmail.com
 Gurunanak Pura
 Laxmi Nagar
 Delhi
 110092
 India

Type	External Day Meeting	Site Name	Park End Street
Booking status	Contract Offer	Booked By	Madelaine Vaughan
Dates	Thu 06 Jun 19 to Sat 08 Jun 19	Booked On	Mon 28 Jan 19
Times	09:00 to 17:00	Confirmation Date	
Numbers	60	Sales Manager	Madelaine Vaughan
PO Number	tbc	Event Co Ordinator	
		Contact Tel.	+44(0)1865 610072
		Contact Email	madelaine.vaughan@sbs.ox.ac.uk

Conference Rooms

Rooms	From/To	Layout x People	Equipment	Qty
TBEC - Park End Street				
Classroom 01	Fri 07 Jun - Fri 07 Jun	Cabaret -Square (60)		
Main Room	09:00 to 17:00			
Classroom 01	Sat 08 Jun - Sat 08 Jun	Cabaret -Square (60)		
Main Room	09:00 to 17:00			

Catering

Catering	Time	Description	Qty	Room	Area
Friday 07 Jun 2019					
Arrival Coffee	08:45 - 09:15	Tea/Coffee/Refreshment Package	60	Club Room	TBEC - Park End St
AM Coffee	10:30 - 11:00	Tea/Coffee/Refreshment Package	60	Club Room	TBEC - Park End St
Lunch	12:45 - 13:45	Dining Room Buffet Lunch	60	Dining Room	TBEC - Park End St
PM Coffee	15:00 - 15:30	Tea/Coffee/Refreshment Package	60	Club Room	TBEC - Park End St
Saturday 08 Jun 2019					
Arrival Coffee	08:45 - 09:15	Tea/Coffee/Refreshment Package	60	Club Room	TBEC - Park End St
AM Coffee	10:30 - 11:00	Tea/Coffee/Refreshment Package	60	Club Room	TBEC - Park End St
Lunch	12:45 - 13:45	Dining Room Buffet Lunch	60	Dining Room	TBEC - Park End St
PM Coffee	15:00 - 15:30	Tea/Coffee/Refreshment Package	60	Club Room	TBEC - Park End St

Bedroom Reservations

Date	Block	Type	Reserved	Notes
				For Integrating Spirituality and Organizational Leadership Foundation <i>Sunita Singh Sengupta</i> Authorised Signatory

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Bedroom Reservations

Date	Block	Type	Reserved	Notes
Fri 07 Jun 19	Blue	Standard	6	
	Purple	Standard	6	
	Brown	Standard	6	
	Navy	Standard	6	
	Navy	Double	2	
	West House	Double	6	
	South House	Double	1	
		Day Total		33

Quote Information

Quote Details:

Description	Quantity	Net Rate	Vatable	Net Subtotal
Thu 06 Jun 2019				
Other items				
Bed and Breakfast	33	£96.00	<input checked="" type="checkbox"/>	£3,168.00
10% Registered Charity Discount	-1	£316.80	<input type="checkbox"/>	£-316.80
			Net Subtotal	£2,851.20
Fri 07 Jun 2019				
Other items				
Day Delegate Rate	60	£59.00	<input checked="" type="checkbox"/>	£3,540.00
Bed and Breakfast	33	£96.00	<input checked="" type="checkbox"/>	£3,168.00
10% Registered Charity Discount	-1	£670.80	<input type="checkbox"/>	£-670.80
			Net Subtotal	£6,037.20
Sat 08 Jun 2019				
Other items				
Day Delegate Rate	60	£59.00	<input checked="" type="checkbox"/>	£3,540.00
10% Registered Charity Discount	-1	£354.00	<input type="checkbox"/>	£-354.00
			Net Subtotal	£3,186.00
		Net Total		£12,074.40
		VAT Total		£2,683.20
		TOTAL		£14,757.60

Cancellation Terms

Please see attached Terms and Conditions

Signatures

I have read and understood the terms and conditions. For Integrating Spirituality and Organizational Leadership Foundation

Signed On Behalf of: Sunita Singh Seugupta
Authorised Signatory

Company Integrating Spirituality and Organisational Leadership Foundation

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For Integrating Spirituality and Organizational
Leadership Foundation

Signature Sunita Singh Sanghvi
Authorized Signatory

Print _____

Position Founder & Conference Chair

Date: 06-02-2019

P.O Number : _____

A purchase order number is required to confirm the booking.

If your organisation does not use purchase orders you must confirm this at the point of booking