

# Sharing the Caring 2018 Booking Form

For the third year running Carers Trust Cambridgeshire, Peterborough, Norfolk are celebrating the fantastic work of countless unpaid carers of all ages by hosting a free event during national Carers Week in June 2018 for family carers and those who support them.

The purpose of Sharing the Caring is to increase the awareness of, and recognition for the role of family carers, demonstrate support for carers, build relationships and give family carers the opportunity to connect with others. It will include free admission to:

- A marketplace to network and connect with local organisations, services and health care professionals
- Lunch and refreshments
- Interactive workshops
- Pride in our Carers Awards to celebrate the valued contribution of unpaid family carers and organisations who support them.

## Exhibition Stand information

Stand size: 2 x 2 metres (inside only)  
Power: No direct power source but charging points are available around the venue  
Tables: One table can be provided per stand if indicated on booking form  
Location: Stands will be located in the Atrium of the venue. If you would like an outside space please contact us.  
Cost: All stands are £75 each. Registered charities are free of charge. Please ensure you complete the Registered Charity number on the form.

## How to book

- Please complete the attached booking form and return to us via the contact details below including your preferred method of payment.
- Once your booking form has been received we will hold your space for 14 days for payment to be made (if necessary).
- Your stand is not confirmed until full payment has been received and/ or you have received an email confirmation from Carers Trust CPN
- The floor plans is available upon request

## Contact Details

Address: Pride in our Carers Awards 2018, Carers Trust Cambridgeshire, Peterborough, Norfolk, Unit 4, Meadow Park, Meadow Lane, St Ives, Cambridgeshire, PE27 4LG

Email: [events@carerstrustcpn.org](mailto:events@carerstrustcpn.org)

## Payment Options

- Cheques are made payable to 'Carers Trust Cambridgeshire'
- Bank transfers, please email to say it's coming so we know who it's from,  
Sort code: 30-94-47  
Account No: 26934760  
Reference: PIOC + your name

# Sharing the Caring 2018

## Stand Booking Form

Organisation name	<input type="text"/>		
Contact name	<input type="text"/>		
Telephone	<input type="text"/>	Mobile	<input type="text"/>
Email	<input type="text"/>		
Website	<input type="text" value="www."/>		
Facebook	<input type="text" value="/"/>		
Twitter	<input type="text" value="@"/>		
Address	<input type="text"/>		
	Postcode	<input type="text"/>	

Description of organisation and what you will be offering at the event (100 words).  
Information to be used in booklet/online.

### Stand preference

Number of stands	<input type="text"/>			
Location	Inside	<input type="text"/>	Outside	<input type="text"/>
Table required?	Yes	<input type="text"/>	No	<input type="text"/>
Are you a Registered Charity?	Yes	<input type="text"/>	No	<input type="text"/>
Registered Charity Number	<input type="text"/>			

*All exhibitors are advised to have valid Public Liability and Employer's Liability Insurance. You are responsible for any property on your stand. Carers Trust Cambridgeshire, Peterborough, Norfolk and KingsGate Community Church accept no responsibility for loss or damage to property.*

### **Please post or email your completed Booking Form to:**

Pride in Our Carers Awards 2018, Carers Trust Cambridgeshire, Peterborough, Norfolk  
Unit 4, Meadow Park, Meadow Lane, St Ives, Cambridgeshire, PE27 4LG.  
Email: [events@carerstrustcpn.org](mailto:events@carerstrustcpn.org)