

CHARTRIDGE CONFERENCE COMPANY

INTRODUCE OUR

AGENCY COMMITMENT

DEVELOPING OUR WORKING PARTNERSHIP

Chartridge Conference Company appreciates and acknowledges the value of business placed by Venue Placement Agencies.

To develop a mutual long term relationship Chartridge Conference Company guarantees a specific level of standard and commitment across each of our properties.

Chartridge Conference Company undertakes:

- Commission paid by each property within the portfolio is ten percent plus value added tax at the current rate of 17.5%
- Commission is paid on all pre booked business at the day delegate, residential delegate and accommodation rate quoted at the time of booking excluding value added tax at the current rate of 17.5%
- Payment of commission invoices within 7 days of receipt at Chartridge Conference Company head office
- A response to your enquiry within 60 minutes

In return we ask for your co-operation in building our working partnership to ensure the success of your client's event:

- To confirm all bookings in writing
- To confirm account payment responsibility
- Have an understanding of Chartridge Conference Company properties and the dedicated sector in which we operate
- Confirm the rate quoted at time of booking to your clients