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**The 2026 gala evening is being held at Derby Arena, on Thursday 19 March. The drinks reception will be from 17:00, followed by dinner and the awards ceremony.**

**There will be plenty of opportunity for networking, catching up with friends and colleagues and time to enjoy the entertainment.**

***Dress code: smart/cocktail wear (not black tie). Joining instructions will be sent out two weeks before the event.***

**Booking deadline: Early booking is advised! Bookings close Mon 16 February, so please email completed forms at least 2 weeks prior to this, in order to secure your booking.** **events@communityrail.org.uk**

**BOOKING DETAILS**

**COST: Individuals, community/voluntary groups: £75+VAT** (£90) **pp or £650+VAT** (£780) **table of 10**

**Commercial and public-sector organisations: £180+VAT** (£216) **pp or £1500+VAT** (£1800) **table for 10**

***CRP and station adoption shortlistees - please check with your primary TOC before making any separate bookings.******If this booking is cancelled after we have received payment, an admin charge will be applied when issuing a refund.***

**I would like to book**  **places** or **table/s**

*NB: Wine is not included and can be ordered in advance directly from the venue. A wine list and ordering details will be emailed/sent to you a few weeks before the event.*

**Payment Method –** *Please select one option:*

1. **Please invoice me for £**

Please supply Purchase Order number (if applicable) here:

1. **I do not need an invoice and will make a payment by BACs transfer to:**

Community Rail Network Ltd

**Sort Code:** 30-94-43 **Account No:** 04129427

***Please use reference: ‘CRA26 gala’ +* name / group / *organisation***

**Contact Name:**

**Position & Organisation:**

**Address:**

**Invoice address:** (if different)

**Phone:**

**Email:**

**GUESTS: On the guest list template, please list** the name of **each individual guest** and **any special requirements** (dietary, access etc). If these details are not known at this stage, please email them a.s.a.p, but no later than **16 February.**

**Signature:**

***ACCOMMODATION -*** *we recommend that you book your accommodation early.* ***NewcastleGateshead Convention Bureau*** *have kindly negotiated favourable rates especially for Community Rail Awards guests. Please*[***click here***](http://www.newcastlegateshead.com/CommunityRailAwards2025)*for hotel options.*

***CANCELLATIONS*** *– please note that in the event of cancellation at any time up to one week before the dinner date, an administration charge may be payable at our discretion and that a cancellation fee of half the value of the booking will be levied thereafter. I recognise that completion of this form implies acceptance of its conditions.*

***DATA PRIVACY* -** all personal information supplied on this form and guest list will only be used to communicate specifically about this event and your booking. This information will be processed, stored & transported lawfully and correctly, in accordance with the principles and safeguards contained in the Data Protection Act 1998 and GDPR Regulations (Article 5). We will not share it with any third party. Our Data Privacy Policy can be found on our website.

**Any queries please contact: Hazel: 07939 958752 or Hannah: 07734 113989**

**GUEST LIST**

**Guest list(s) for** *[insert organisation name]*

**Please complete the following table/s, specifying each individual guest name and any special requirements (dietary, access etc.), and email with your completed booking form to** **events@communityrail.org.uk** **by 16 February.**

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| **First Name** | **Surname** | **Organisation** | **Special dietary / access** **or other requirements** |
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**Any queries please contact Hazel:** **07939 958752 or Hannah: 07734 113989**