



BIVR AWARENESS WEEKEND
29 JULY – 2 AUGUST 2022
(#BAW2022 #BIVRaware)

EDUCATION | EXPO | EXCURSIONS



Venue The Promenade, Clifton Down, Clifton, Avon, Bristol BS8 3NB



INVEST IN YOURSELF!
(#BAW2022 #BIVRaware)

We are delighted to announce that our BIVR Awareness Weekend this summer will be held in the city of Bristol.

The Engineers' House is a historic building, previously known as Camp House, on The Promenade, Clifton Down, Bristol, England. It has been designated as a Grade II listed building. It was built in 1831 by Charles Dyer for Charles Pinney, who became mayor of Bristol, serving during the Reform Bill riots of 1831.

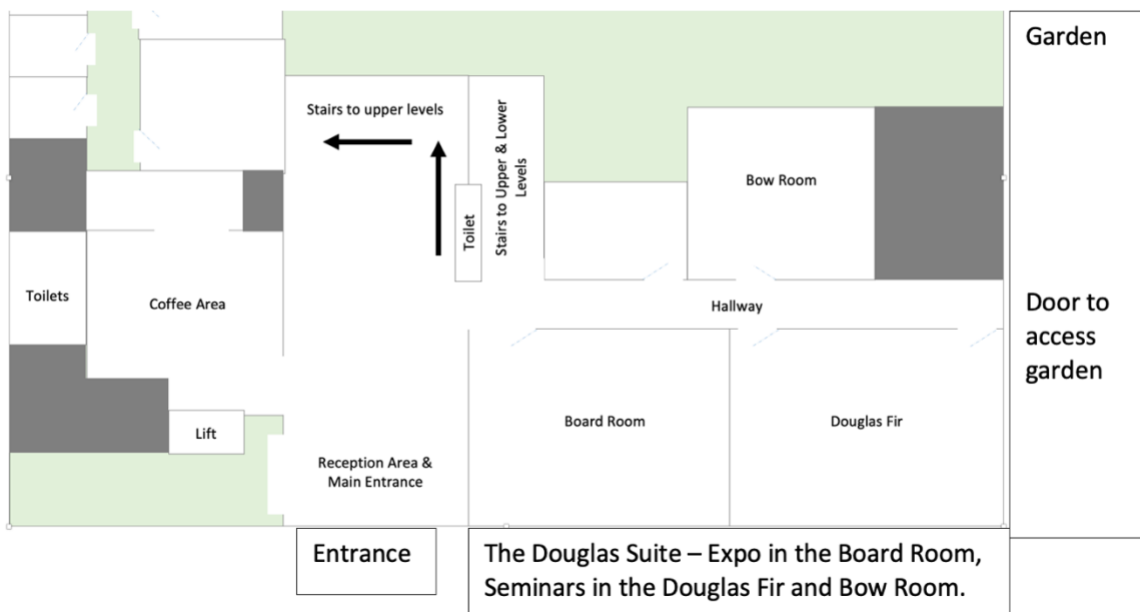
Bristol has a lot to offer and has easy access links by plane, train and automobile.

We have planned excursions alongside our expo, as well as a number of workshops, including some all-star stenocelebrities from across the Atlantic delivering a total of six hours of software training throughout the event.

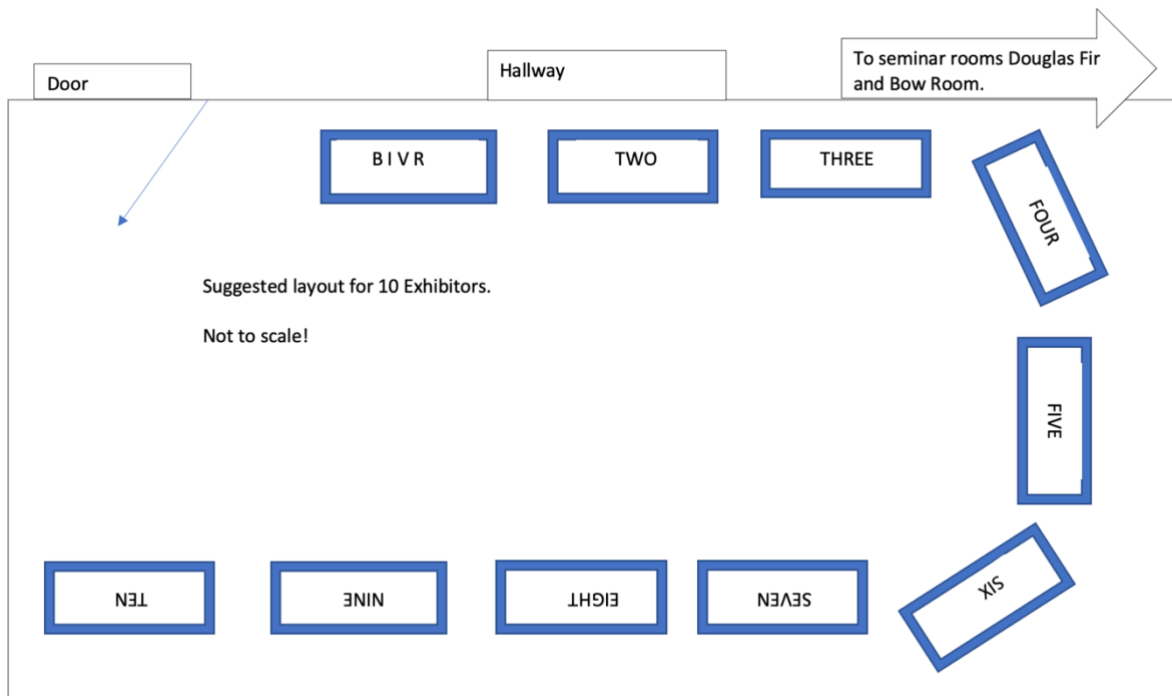
If you're thinking of heading to Maastricht for Intersteno's 53rd Congress, why not come join us between 29 July - 2 August before heading to the Netherlands later in the week?!

There'll be CPD points and CEUs awarded for those who need them. Non-members are always welcome.

Here is an overview of the layout of our expo and seminar rooms:



Our expo room is the Board Room of the Douglas Suite which may hold up to 10 stalls.



Douglas Suite (Board Room) Exposition Room: 7.5M x 10M x 4M (WxLxH)

We have kept our prices the same as our last event in 2019, so choose and book your space now! It's on a first-come-first-served basis. But hurry, the Early Bird is 27 April, so don't delay, book today!



*Coffee area Engineers' House
(There are also refreshment stands in or outside each meeting room!)*



EXPOSITION PER STALL

(8.00 a.m. for setting up on your first day)

Saturday, 30 July 2022 (All day 9.00 – 5:30)

Early Bird (book and pay by 27 April 2022) £500*

(To reserve your space now please remit a 50% deposit [£250] by 27 April 2022; full sum by 27 May 2022.)

After 27 April 2022 £550†

Sunday, 31 July 2022 (All day 9.00 - 5:30)

Early Bird (book and pay by 27 April 2022) £500

(To reserve your space now, please remit 50% deposit [£250] by 27 April 2022; full sum by 27 May 2022.)

After 27 April 2022 £550

Monday, 1 August 2022 (All day 9.00 - 5:30)

Early Bird (book and pay by 27 April 2022) £500

(To reserve your space now please remit a 50% deposit [£250] by 27 April 2022; full sum by 27 May 2022.)

After 27 April 2022 £550

Tuesday, 2 August 2022 (9.00 – 1.00)

Early Bird (book and pay by 27 April 2022) £250

(To reserve your space now please remit a 50% deposit [£125] by 27 April 2022; full sum by 27 May 2022.)

After 27 April 2022 £275

All-day refreshments, including lunch, will be provided for 2 people staffing your stall each day.

*** Members (member firms) quantity discount:**

15% discount for full 3½ day booking;
10% discount for 2½ day booking; and
5% discount for 1½ day booking.

† Non-members (non-member firms) quantity discount:

10% for full 3½ day booking;
5% for 2½ day booking; and
2½% for 1½ day booking.

Note, our Platinum Supporters also enjoy an extra 20% discount on a stall at our BAW!

[Click 0 to go booking form.](#)

Engineers' House, Bristol, has super-fast fibre-optic broadband supported by their fully trained dedicated team.

Exhibitors' staff will benefit from unlimited refreshments: a selection of English breakfast, herbal and fruit teas, caffeinated & decaffeinated coffee, cappuccinos, latte, espresso, chocolate, mocha, wrapped cookies, wrapped biscuits, fresh fruit, crisps.

Lunch - a selection of 4 hot main dishes with a salad and buffet bar, dessert selections, served by chefs from behind glass screens to avoid touch points
See menus attached as a flavour of our food offering each day.

There are refreshments "stations" in most rooms, or in the corridors.

There are 175 parking spaces - free to us.

ADVERTISING

Full-page ad in A4 programme booklet (again, prices held from 2019):

Inside page, front or back	£190 per page
Back page	£210 per page
Middle pages	£360 per two pages
Standard page	£150 per page
Half-page	£75 (standard pages only)

Logo only - £25 minimum per logo (one-eighth size on A4 page.) If you wish to have a larger sized logo, please increase your payment to £50.

SPONSORSHIP

Competition medals for 1st, 2nd and 3rd places £300 (for all three)
("Sponsored by XXX" appearing on medal backs + on certificates for all competitors)

A 50% deposit payable by **30 April 2022**, with balance payable by 30 May 2022, or deduct a 20% Early Bird Discount if remitting the **full** sum for advertising by 30 April 2022. (Note: This Early Bird is slightly longer than for the expo, but don't delay, book your space today!)

Click 0 to go to BOOKING form.



We have a very full programme of workshops and excursions, with plenty of breaks during each day for attendees to visit your stall.

There will be a few other “fun” things on offer at the venue too!

Click 0 to go to [BOOKING form](#).

***EARLY BIRD – book and pay by 27 April 2022**
BE #BIVRaware AND MAKE SURE YOU'RE THERE!!

ACCOMMODATION

We have arranged for rooms at nearby hotels who have a special arrangement with Engineers' House. Please mention "Engineers' House" when making your booking. The regular rate is much higher!

There are two single rooms remaining at The Rodney Hotel (4 Rodney Place, Clifton, Bristol, BS8 4HY) at £63 per night B&B, but five single rooms at £63.50, and four double rooms at £75.50 per night B&B single occupancy, at their sister hotel, The Clifton Hotel (St Pauls Road, Clifton, Bristol, BS8 1LX).

Please contact sec.bivr@gmail.com to confirm you wish to book a room at either The Rodney or The Clifton, and we can then book for you and invoice you.

We have also arranged for rooms at Victoria Square Hotel (29-30 Victoria Square, Clifton, Bristol BS8 4EW). **These rooms are on hold for us until 16 April so please contact them soonest to book.** However, they request that you book directly with them. Please mention Engineers' House when making your booking. The regular rate here is much higher, too.

T: +44 (0)1179 739058
F: +44 (0)1179 706929
E: info@victoriasquarehotel.co.uk
W: www.victoriasquarehotel.co.uk

Limited on-street parking is available at the hotels, and it comes at a cost! However, as there is free parking at Engineers' House, we advise leaving your car at the venue and taking a 10-minute walk to either of these hotels (or a local taxi if you need it). There is also a good bus service.

BOOKING FORM – [please treat as invoice]:

Contact name: _____

Firm: _____

Address: _____

Email: _____

[Complete the relevant parts, copy and paste into email to sec.bivr@gmail.com to confirm your attendance onsite or remote:]

Expo

- I wish to have a stall at the BIVR BAW in Bristol and wish to exhibit on:

All 3½ days. Click 0 to refresh your memory re the expo pricing.

- I wish to book to exhibit on the following days only:

Saturday
Sunday
Monday
Tuesday

- I wish to sponsor space on the Members Table for business cards/flyers etc. £25.

A4 Booklet

- I wish to book advertising space in the 2022 BAW booklet.

Click 0 to refresh your memory re booklet pricing.

- Pages in booklet
- Logo in booklet

Are you: BIVR Member | Student | Non-member

(please circle)

Amount remitted: _____

BIVR BACS details are (**Please put your name on BACs payment**)

Cater Allen Private Bank
Sort Code 16-57-10
Account No: 32972430
British Institute of Verbatim Reporters

Cheques (in sterling only) payable to BIVR to be sent to Registered Address:

73 Alicia Gardens, Kenton, Harrow, Middx. HA3 8JD

PLEASE NOTE: Foreign currency Electronic Transfers details on following page.



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**Receiving money from outside the UK, or from within the UK
but in a currency other than pounds sterling**

Cater Allen Private Bank have asked us to please share the details below with third parties who are making foreign currency payments into our Account.

Send to:	Santander UK
SWIFT/BIC code (Field 57):	ABBYGB2LXXX (Please note that some countries have a box with 8 spaces, others with 11. If 8 then omit the final XXX. If 11, then include the XXX).
Beneficiary name (Field 59):	British Institute of Verbatim Reporters
Beneficiary Account Number (Field 59):	Your IBAN - GB58ABBY16571032972430
Payment reference (Field 70):	Cater Allen

Our Account number is: 32972430
Type of Account is: Reserve Account
Our Sort Code is: 16 57 10