



Milton Keynes Dons Ltd
Stadium Way
Milton Keynes
MK1 1ST

Tel: 01908 622884
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SALES AGREEMENT FORM

COMPLETE IN ALL CASES

NAME

ADDRESS

POSTCODE

TEL

FAX

EMAIL

SALES REPRESENTATIVE

DATE OF SALE

BILLING CONTACT

TITLE

FIRST NAME

SURNAME

JOB TITLE

CLIENT TO COMPLETE

I HAVE READ AND AGREE TO THE TERMS
AND CONDITIONS ATTACHED

ORDERED BY SIGNATURE

PRINT NAME

TITLE

ORDER NUMBER

COMPANY REGISTRATION NO.

ACCOUNTS CONTACT NAME

ACCOUNTS PHONE NUMBER

GOODS & SERVICES

QTY	DATE	EVENT	NL CODE	DESCRIPTION	PRICE £	TOTAL £

COMMENTS

TOTAL OF GOODS / SERVICES
VAT (IF APPLICABLE)
TOTAL COST
DEPOSIT
BALANCE DUE

FOR PAYMENT, TERMS & CONDITIONS - SEE ATTACHED

PAYMENT METHOD

CARD

☐

CHEQUE

☐

CASH

☐

BACS

☐

Acct Name: Milton Keynes Dons Limited

Bank Name: Santander

Sort Code: 09-02-22

Acct No: 10128446

TO ORDER THE GOODS/SERVICES ON THIS AGREEMENT PLEASE SIGN AND RETURN TO THE ADDRESS ABOVE (RETAINING CUSTOMER COPY)

OFFICE USE ONLY

NEW BUSINESS

RENEWAL

CRM INPUT

MK DONS COMMERCIAL DEPARTMENT TERMS & CONDITIONS

1. Payment Terms

- 1.1 Full payment of the balance is due as follows:
 - 1.1.1 FOR SEASON PACKAGES - full payment must be received at least 30 days prior to the commencement of the season. Season passes and access to facilities will be withheld until payment is made in full as per the signed Sales Agreement Form.
 - 1.1.2 In respect of all other commercial packages full payment of the balance will be due 30 days prior to the commencement date.
- 1.2 If any amount is not paid by the date on the Sales Agreement form. Milton Keynes Dons FC reserves the right to withhold services and charge interest at 2.5% over the base rate levied by the Bank of England.
- 1.3 If you have a dispute on any aspect or part of the bill this should be notified to us within 7 days of the receipt of invoice or service. It is agreed that you will pay the undisputed balance on the due date. Your query will be dealt with after you notify us in writing and if we uphold it a credit note will be provided as appropriate.

2. If You Cancel

For all matches and events there needs to be a cancellation policy as cancellations can be costly. Cancellations by you will be charged as detailed below .

Cancellations of events, matches or sponsorship packages between 6 and 12 weeks before the date of the match, event or sponsorship - 25% of the booking value will be charged 4 - 6 weeks - 50% 2 - 4 weeks 75% and less than two weeks 100% will be charged.

In every case if we are able to resell the match, event or sponsorship package the cancellation charge will be reduced to the lower of the cancellation charge as previously calculated and the difference between the amount originally billed and the amount that the match, event or sponsorship was resold for. We will use all reasonable endeavors to resell the package but do not guarantee that we will do so.

3. Cancellation by Milton Keynes Dons FC

We reserve the right to cancel the booking if:

- 3.1 Any part of the stadium or event venue is closed or unavailable because of events outside our control.
- 3.2 You become insolvent or in the case of an individual, become subject to a bankruptcy petition and payment has not been made.
- 3.3 The booking might damage our reputation or the reputation of the stadium or event venue.
- 3.4 The FL or FA or any governing body to which we belong, dictate that a football match will render the facilities unavailable, or if the scheduled match has to be played on a different date.
- 3.5 Milton Keynes Dons FC reserve the right to reject any person from any of their premises whom in their opinion is causing a nuisance or danger to any person or whose own safety is in any way compromised.
- 3.6 There is an invoice for previous match or event, which is overdue for payment.

4. Advertising

- 4.1 The advertiser will pay all production costs.
- 4.2 MILTON KEYNES DONS FC reserves the right to withdraw an advert should there be a conflict of interests or if in our opinion an advert is liable to detrimentally affect in any way the reputation of Milton Keynes Dons FC or its partners.
- 4.3 The contract covers Milton Keynes Dons FC FL games. However best endeavors will be used to include all cup games but this cannot be guaranteed. The contract does not include games played by any other team where Milton Keynes Dons FC is not the home team.

5. General

- 5.1 All prices subject to V.A.T where applicable.
- 5.2 It is agreed that you are not working on behalf of someone else.
- 5.3 If you ask us to get a supplier to provide you with anything the bill will be settled by you and not by Milton Keynes Dons FC.
- 5.4 You will be liable for all acts of omissions of your party and guests.

6. Goods & Services

Seasonal Packages will cover the following:

- 6.1 Unless otherwise stated will cover home league games played by Milton Keynes Dons FC first team