



**QUEEN'S DIAMOND JUBILEE
GARDEN PARTY
NEAR HENLEY-ON-THAMES
25 JUNE 2012**



APPLICATION FOR ONE DOUBLE INVITATION

1. DETAILS OF APPLICANT *please complete all boxes:*

TITLE:	FORENAME(S):	SURNAME:
ADDRESS:		
TOWN		
COUNTY		
POSTCODE		
TELEPHONE NUMBER		
E-MAIL		
DATE OF BIRTH		
PLACE OF BIRTH		

2. DETAILS OF PERSON ACCOMPANYING APPLICANT *please complete all boxes:*

TITLE:	FORENAME(S):	SURNAME:
ADDRESS:		
TOWN		
COUNTY		
POSTCODE		
DATE OF BIRTH		
PLACE OF BIRTH		

3. OTHER INFORMATION

Please indicate where you heard about the ballot ---name of newspaper/TV/radio station/other	
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4. *Please send the fully completed form by post to arrive no later than **30 April 2012** to the Lieutenancy Office in the county where you live – please see below. Please mark your envelope ‘**Diamond Jubilee Ballot**’*

*Diamond Jubilee Ballot
Berkshire Lieutenancy Office
Civic Centre
Reading
Berkshire RG1 7AE*

*Oxfordshire Lieutenancy
Office
County Hall
Oxford
OX1 1ND*

***Buckinghamshire
Lieutenancy Office
County Hall
Aylesbury
Bucks HP20 1UA***

Please read the Ballot Rules on reverse of this form

BALLOT RULES

There are 600 pairs of invitations available through the Ballot.

Each successful applicant in the Ballot will be able to nominate a guest, giving a total of 1200 tickets.

Applicants must be 18 or over as of 30 April 2012 to apply for an invitation. The nominated guest must be aged 18 or over as of 30 April 2012. The Ballot is open to residents of the Counties of Berkshire, Buckinghamshire and Oxfordshire. Accompanying guests may come from outside the Counties.

Applications may only be made by post.

Only **one** application **per person** is permitted.

Duplicate entries are not permitted. Checks will be made to identify and exclude duplicate entries.

Applications must be received by post by 30 April 2012. Applications received after that date, will not be considered. You will not receive any confirmation of your application nor can we enter into correspondence.

After the closing date, the ballot will be randomly drawn by the Lord-Lieutenants of the three counties in a way that fairly reflects population spread across the three counties. The Lord-Lieutenants reserve the right to refuse any application so selected.

Invitations are not being allocated on a first-come first-served basis. There is as much chance of being selected if the application is made early in April as by the closing time on 30 April. Applications do not guarantee that you will receive an invitation through the ballot process.

Successful applicants will be notified either by e-mail or by letter by the end of May 2012.

Unsuccessful applicants will **not** be notified.

Successful applicants (and their guests) are responsible for their own costs including travel to and from the event, and accommodation.

Invitations are strictly non-transferable. The invitation card cannot be used by anyone other than the person whose name appears on it.

General Terms

No responsibility can be accepted for late or lost applications. Proof of sending is not proof of receipt.

Invitation cards may not be sold, traded, or offered for sale; and may not be used as a prize or for any other promotional or trade purpose by any organisation.

Applicants must supply full details as required and comply with all rules and regulations to be eligible for the invitations. No responsibility is accepted for ineligible applications, or applications made fraudulently.

The personal details you provide when entering the ballot will only be used by the Lieutenancies of Berkshire, Buckinghamshire and Oxfordshire and other organisations concerned with the administration and security of the event. Information will only be held for as long as is necessary to ensure full, proper and appropriate administration of the event, following the event and be treated in accordance with the Data Protection Act 1998.

The Lieutenancies of Berkshire, Buckinghamshire and Oxfordshire reserve the right at any time to cancel or postpone the event and ticket process at any stage for any reason. Should the event be cancelled or postponed for any reason, the Lieutenancies will not be liable for any loss of money or expenses incurred including but not limited to the cost of travel to the venue and/or accommodation.

These Ballot Rules are governed by the laws of England and Wales.

This event is administered by the Lieutenancies of Berkshire Buckinghamshire and Oxfordshire These Lieutenancies retain a discretionary right throughout to alter, amend or change the Ballot Rules.