****

**Signature Flight Support London Gatwick Airport**

**Sussex Suite, Queens Gate Road, London Gatwick Airport, West Sussex, RH6 0NP**

**Tel: +44 1293 569000 Email:** [**lgw@signatureflight.co.uk**](mailto:lgw@signatureflight.co.uk)

[**www.signatureflight.com**](http://www.signatureflight.com)

**Sussex Suite 2022**

Dear Sir/Madam

BOOKING THE SUSSEX SUITE – TERMS & CONDITIONS

Please complete the information below at your earliest convenience.

Please be advised that the booking is not confirmed until we have received the completed documents. Once we have received these documents, we will return the booking form with a reference number. This will be confirmation of your booking.

Terms & Conditions

1. An arrival booking permits 3 hours use of the Sussex Suite after the aircraft has landed.
2. A departure booking permits 3 hours use of the Sussex Suite prior to the aircraft departure

Name of The Royal Household ……Rt Hon Boris Johnson MP…………………………

……Former Prime Minister……………………………

………………………………………………………………………

………………………………………………………………………

Household Address ……House of Commons……………………………………………

……London…………………………………

……SW1A 0AA……………………………………………………………

………………………………………………………………………

Contact name, telephone and email address ……Shelley Williams-Walker………………………………

……07904 286 145……………………………

……shelley@borisjohnsonoffice.com………………

………………………………………………………………………

**Cancellation Policy**

Please note that cancellations with less than 12 hours of arrival will result in a 50% charge.

All cancellations will incur a 250.00 cancellation fee.

**Contact Details**

Tel: +44 1293 569000 Email: [lgw@signatureflight.co.uk](mailto:lgw@signatureflight.co.uk)

**Sussex Suite**

**Arriving Passenger Details / Departure Passenger Details**

| Date of arrival / departure  7 November | Arrival  from Sharm el Sheikh | Flight  EZY8286 | Time  2135 |
| --- | --- | --- | --- |

| Passenger Name | Nationality | Passport No. | D.O.B | Expiry Date |
| --- | --- | --- | --- | --- |
| Alexander Boris de Pfeffel JOHNSON | British | 120685847 | 19/06/1964 | 26/03/2031 |
| Michelle WILLAMS-WALKER | British | 120579391 | 26/12/1981 | 04/03/2030 |
| Ross John KEMPSELL | British | 537550885 | 08/05/1992 | 15/05/2027 |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

This form is for the purpose of UKBF (UK Border Force) clearance procedures. The more advance information provided will aid a more prompt clearance into the UK. UKBF and Signature will only have access to the data on this form.