



Advert guide for activity clubs

As an activity club membership benefit, HF Holidays will make an annual payment of £50 in return for publishing our most recent advert in your club's programme or newsletter.

Available in PDF format, our adverts are offered as landscape or portrait orientation in either colour or black and white.

Once published, please send us a copy together with your club's invoice for £50.

This can be emailed to **clubs@hfholidays.co.uk** or posted to:

Membership Department
HF Holidays Limited
Unit 1, First Floor
Imperial Place
Maxwell Road
Borehamwood
Hertfordshire WD6 1JN

The HF Holidays financial year runs from 1 November to 31 October. The invoice must be received at our office prior to 31 October for adverts published in that account year.

All invoices must follow HMRC requirements and should contain the following information:

- A unique identification number
- Your group or club name, address, and contact information
- Our company name and address
- A clear description of what you're charging for
- The date of the newsletter
- Date of the invoice
- Amount charged

We run BACS twice a month (mid-month and end of month) and aim to pay all invoices within 30 days.

To view the advert, please visit **hfholidays.co.uk/membership/group-members**

Visit hfholidays.co.uk | Call 020 3974 8865 |     @hfholidays

HF Holidays Ltd, Unit 1, 1st Floor, Imperial Place,
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