

Gift and Hospitality Register

All gifts and hospitality must be declared to your People Manager (using this form).

If the value exceeds £50, please use this form each time you would like approval to accept a gift or hospitality. Please send the completed form to: legalservices@thalia.co.uk.

Please refer to our policies on Anti-Bribery and Gifts & Hospitality before completing this form.

Personal Details	
1. Your full name	
2. Your telephone number	
3. Your email address	
Details of Gift or Hospitality	
4. Is the gift / hospitality being donated or accepted?	<input type="checkbox"/> Donated <input type="checkbox"/> Accepted
5. Description of gift / hospitality	
6. Reason for gift / hospitality	
7. Estimated value of gifts / hospitality	
Provider Details	
8. Name of Person or Body	
9. Provider Address	
10. Relationship	
Approver	
11. Approved by (this needs to be your People Manager)	
12. Your People Manager's email address	
13. Date (of this form)	