

ROOM BOOKING FORM

TO BE FILLED IN 30 DAYS PRIOR TO BOOKING

STEP 1: WHICH ROOM WOULD YOU LIKE TO HIRE?

CARLING SUITE (90 PEOPLE MAX)

CONCERT ROOM (MON TO FRI ONLY 240 PEOPLE MAX)

STEP 2: WHAT DATE AND TIMES WILL YOU REQUIRE THE ROOM?

DATE OF EVENT: _____

TIME EVENT STARTS: _____

TIME EVENT FINISHES: _____ LATEST 11:30PM

STEP 3: PLEASE TELL US THE TYPE OF EVENT YOU ARE HOLDING (E.G. WEDDING BIRTHDAY ETC.) WEDDING PACKAGES AVAILABLE ON REQUEST.

PLEASE NOTE WE DO NOT HOLD 18TH OR 21ST BIRTHDAY PARTIES

STEP 4: ARE THERE ANY SPECIAL REQUESTS (TO BE CONSIDERED BY THE COMMITTEE) FOR YOUR FUNCTION? PLEASE GIVE FULL DETAILS BELOW

CATERING AVAILABLE - ASK FOR DETAILS

PRICING & PAYMENT
THE PRICE TO HIRE OUR ROOMS IS AS FOLLOWS (MEMBERS ONLY)

PLEASE NOTE A £20 SURCHARGE APPLIES TO MEMBERS OF LESS THAN 6 MONTHS.

CARLING SUITE HIRE £80
CONCERT ROOM HIRE £120
UNLESS OTHERWISE AGREED BY THE COMMITTEE
SECURITY DEPOSIT £100

(RETURNED TO CLIENT NO LESS THAN 7 DAYS AFTER EVENT)

THE SECURITY BOND MUST BE PAID WITHIN 7 DAYS OF ACCEPTANCE OF EVENT FULL PAYMENT SHOULD BE PAID ON RECEIPT OF ACCEPTANCE LETTER.

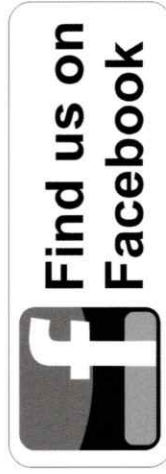
FAILURE TO DO SO MAY RESULT IN CANCELLATION OF THE EVENT UNLESS A PRIOR ARRANGEMENT HAS BEEN MADE WITH THE COMMITTEE.

NOTES :

Grobby

EX-SERVICEMEN'S CLUB

ROOM BOOKING FORM



TEL: 0116 287 1809

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