



# BREWERS' HALL BOOKING FORM



**Date of Function:** \_\_\_\_\_ **Time of Function**  
**To include set up time** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Company and your job title:** \_\_\_\_\_

**E-mail Address:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**Company/Your Address including post code:** \_\_\_\_\_

**Type of Function:** \_\_\_\_\_

**Approximate numbers attending:** \_\_\_\_\_

**Audio Visual Requirements:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Catering:** \_\_\_\_\_  
\_\_\_\_\_

**Cloakroom Attendant(s):** \_\_\_\_\_

**Flowers:** \_\_\_\_\_

**Invoicing Requirements – including address and contact to send invoice to:** \_\_\_\_\_

**Signature:** \_\_\_\_\_  
\_\_\_\_\_

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