

Function Booking Form

Belong for everyone

Function Room *(Please Tick)*

The Venue

Training Room

Consulting Room 1

Exercise Studio

Consulting Room 2

Internet Cafe

Contact:

Name of group *(if an organisation)*:

Address:

Tel:

Email:

Function / event title:

Event Date:

No. of people:

Room set-up: (boardroom, cabaret etc):

Start time:

Finish time:

Catering and beverages required: *

Tea / coffee on arrival:

Further Tea / coffee:

Time(s):

Lunch:

Time:

Lunch details (meal / buffet menu / refreshments)

Special dietary requirements

**Charged extra for these services if required.*

Customer signature:

Print name:

Additional information / requirements

Total cost: £

Booking taken by:

Additional Notes:



Your life, your pace, your way.