

Clubs/Societies Booking Form 2008

Club/Group/ Association Name	Contact Name
Address	
Postcode	Telephone
Mobile	Fax
Email*	

*We would like to send you information about future events by email. If you would prefer not to receive such information please tick this box

<p>Event Details</p> <p>Event date:.....</p> <p>Estimated arrival time:.....Estimated departure time:.....</p> <p>Number of people attending.....Number of cars.....</p> <p>Number of coaches.....</p>

<p>ROOM HIRE only</p> <p><input type="checkbox"/> Syndicate Rooms 1, 2, 7, 8 (up to 20 people).....£70 (incl VAT) £.....</p> <p><input type="checkbox"/> Syndicate Room 3 or 4 (up to 30 people).....£90 (incl VAT) £.....</p> <p><input type="checkbox"/> Syndicate Room 5 or 6 (up to 45 people).....£130 (incl VAT) £.....</p> <p><input type="checkbox"/> Lecture Room 1, 2 or 3(up to 80 people).....£220 (incl VAT) £.....</p> <p><input type="checkbox"/> Conference Room 1 or 2 (up to 200 people).....£600 (incl VAT) £.....</p> <p><input type="checkbox"/> Conference Suite (up to 400 people).....£1100 (incl VAT) £.....</p> <p><input type="checkbox"/> Board Room (up to 20 people).....£150 (incl VAT) £.....</p> <p><input type="checkbox"/> Kestrel Suite (up to 150 people).....£400 (incl VAT) £.....</p> <p>Total £.....</p> <p>What type of room layout would you like?</p> <p>.....</p> <p>Do you require a top table? <input type="checkbox"/> Yes, for.....people <input type="checkbox"/> No (please tick as appropriate)</p>

<p>Audio Visual Equipment</p> <p>Do you require audio visual equipment? <input type="checkbox"/> Yes <input type="checkbox"/> No (please tick as appropriate)</p> <p>Please give details of the equipment you require.....</p> <p>.....</p> <p>.....</p> <p>.....</p>
--

<p>Catering</p> <p>Please outline your catering requirements:.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>
<p>How did you hear about the Heritage Motor Centre?</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>
<p>Museum Entry</p> <p>Museum entry is included in the hire of the rooms for meetings with the stated numbers (see ROOM HIRE only). Museum entry, over that number, is £4 per person.</p>

<p>This booking will move to confirmed status upon receipt of this completed form. Please complete and return this form to the address below:</p> <p>I confirm the above booking</p> <p>Signature.....</p> <p>Date.....</p>
--

Clubs, Heritage Motor Centre, Banbury Road, Gaydon, Warwickshire, CV35 0BJ.

Telephone: 01926 645032 email: clubs@heritage-motor-centre.co.uk