# WELFORD ON AVON BOWLS CLUB
# BOOKING FORM FOR THE HIRE OF FUNCTION ROOM

Welford on Avon Bowls Club
Mill Lane
Welford on Avon
Warwickshire
CV37 8EW
Tel No: 01789 750531

Function Organiser
Doris Bodington
Tel No: 01789 773358

VAT No: 275610555

**Name**: ----------

**Date Required** ----------
(Minimum 7 Days Notice)

**Address:**
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**Approximate No of people** ----------

**Post Code:** ----------

**Tel. No**. ----------

**Type of Function:** ----------

**Room Requirements – Please tick in empty box against the period/time required.**

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| Weekdays | 9am – 6pm | £40.00 | |
| Weekends | 9am – 6pm | £50.00 | |
| Any Evening | 7.30pm – 11pm | £65.00 | |
| Use of Kitchen | Any Time | £30.00 (See note below) | |
| Bar (if required) | All bookings | £20.00 | |

**Special Notes:**

- *A Hot Meal or Buffet can be supplied by our Club Caterer: Greg Crump – Please contact direct on 07817571461.*
- *If booking a meal with the Club Caterer then there is no charge for the kitchen.*
- *All drinks must be purchased from the bar.*

**Booking Conditions:**
Provisional bookings will be held for 14 days. The deposit and booking form must be returned within this time or the booking will be cancelled and room re-hired.

**Deposit Payable.**
A NON RETURNABLE DEPOSIT OF £20.00 IS REQUIRED
(If booking WITHIN 14 days of the function then full payment must be made). Make all cheques payable to Welford on Avon Bowls Club. The balance of the monies must be paid on the night to the bar personnel or function organiser.

- For safety all children must be kept under supervision by responsible adults.
- The club is not responsible for any food brought in by outside caterers. Any outside caterer must hold an up-to-date food and hygiene certificate if using the kitchen.
- We would appreciate the function room and kitchen (if used) be left clean and tidy (this must be done before you leave the premises unless otherwise arranged). All food and rubbish to be removed
- All drinks to be purchased at the bar (unless special arrangements have been made prior to the function).
- Seating Capacity is 80 persons.

**PLEASE SIGN AND RETURN ONE FORM**

**DATE:** **CHEQUE ENCLOSED FOR: ----------**