

AFC DARWEN FUNCTION ROOM

BOOKING FORM

NAME

TELEPHONE NUMBER:

EMAIL:

DATE OF FUNCTION:

FUNCTION TYPE:

NUMBER OF GUESTS EXPECTED:

TIME START:

FOOD ARRANGEMENTS:

MUSIC ARRANGMENTS:

ROOM DECOR ARRANGEMENTS:

WHERE DID YOU HEAR ABOUT US:

OTHER:

£100.00 REFUNDABLE DEPOSIT IS REQUIRED AT TIME OF BOOKING, THIS IS TO COVER ANY CANCELLATIONS OR DAMAGE TO THE ROOM.

IF THE BAR TAKINGS ARE LESS THAN £500.00 THEN THE DEPOSIT WILL NOT BE REFUNDED BUT USED TO COVER COSTS.

ALSO IF ANY ALCOHOL THAT HAS NOT BEEN PURCHASED ON THE PREMISES BUT HAS BEEN CONSUMED ON THE PREMISES THE £100.00 DEPOSIT WILL BE FORFEITED.

I AGREE TO THE ABOVE TERMS:

SIGNED:

SIGNED:

THIS BOOKING FORM ACTS AS YOUR DEPOSIT RECEIPT AND WILL NEED TO BE PROVIDED TO RECEIVE YOUR DEPOSIT BACK AFTER THE EVENT.

ALL DEPOSITS WILL BE REFUNDED ACCORDING TO THE TERMS ON THE DAY AFTER THE FUNCTION.

NOTE: WE OPERATE AND ENFORCE A CHALLENGE 25 POLICY – YOU AND YOUR GUESTS MAY BE ASKED FOR TO PROVIDE ID.