

Clubs/Societies Booking Form 2010/2011

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)..includes Museum entry for 20...£70 (incl VAT) £.....</p> <p><input type="checkbox"/> Syndicate Room 3 or 4 (up to 30 people).....includes Museum entry for 30....£90 (incl VAT) £.....</p> <p><input type="checkbox"/> Syndicate Room 5 or 6 (up to 45 people).....includes Museum entry for 45....£130 (incl VAT) £.....</p> <p><input type="checkbox"/> Lecture Room 1, 2 or 3(up to 80 people)...includes Museum entry for 80....£220 (incl VAT) £.....</p> <p><input type="checkbox"/> Conference Room 1 or 2 (up to 200 people)..No Museum entry included...£600 (incl VAT) £.....</p> <p><input type="checkbox"/> Conference Suite (up to 400 people).....No Museum entry included.....£1100 (incl VAT) £.....</p> <p><input type="checkbox"/> Board Room (up to 20 people).....includes Museum entry for 20.....150 (incl VAT) £.....</p> <p><input type="checkbox"/> Kestrel Suite (up to 150 people).....No Museum entry included.....£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>
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<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>
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Catering

Please outline your catering requirements:.....

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How did you hear about the Heritage Motor Centre?

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Museum Entry

Museum entry is included in the hire of most rooms (see ROOM HIRE only section, on previous page).

Museum entry, over the number included, is £5 per person.

Museum entry, where no number is included, is £5 per person.

This booking will move to **confirmed** status upon receipt of this completed form. Please **complete and return** this form to the address below:

I confirm the above booking

Signature.....

Date.....

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

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