



Christmas Party Booking Form

Date of Booking:	
Time of Booking:	
Name:	
Company Name:	
Address	
Postcode	
E-Mail:	
Mobile Number:	
Number in your party:	
Number of starters: Selection of canapes to share:	
Number of main courses: Festive Christmas Feast:	
Vegetarian Choices:	
Baked Beetroot with Goats Cheese & Hazelnuts	
Twice Baked Jacket Potato with Mustard Rarebit & Shallots	
Dessert Choices:	
Christmas Pudding & Mince Pie	
Chocolate Brownie	
Red Velvet Oreo Cheesecake Trifle	
Cheeseboard	
Total Number @ £25.50 per head	£
Total Number @ £18.00 per head	£
Sub Total	£
10% Service charge for bookings of 6 and over	£
Total	£
£10 per head deposit	£
Amount Outstanding	£
Notes:	

DEPOSITS & PAYMENTS

To confirm a booking we require a minimum deposit of £10 per person. This secures the booking and is redeemable against your bill on the day of your event. Deposits can be paid by cash, card or BACS and are non-refundable and non-transferable.

Full payment for your drinks and meal is payable on the day of the event.

CANCELLATIONS

Sometimes things don't always go to plan, and we understand this. However, if you do need to cancel with us, we would appreciate it if you let us know as soon as possible. If you have paid a deposit this is non-refundable unfortunately.

PRE-ORDERS & MENU CHOICES

As Christmas is a very busy time we need a full pre-order for all food bookings at least 2 weeks (14 days) before your booking. If you have made your booking less than 3 working days before the booking date, or if you have not submitted a pre-order within the time frames set out we are unable to guarantee your menu choices, but will always do our best to accommodate them.

We also recommend that you pre-order drinks for your booking to save time on the day.

Please let us know of any dietary requirements or allergies when you submit your food order so we can plan accordingly. If you need information on allergens, please ask and we will be happy to provide this information.

SERVICE CHARGE

Please note that for all bookings over 6 people we will add a discretionary 10% service charge to your bill.

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