

Fairfield Conference Room Booking Form

Contact Name:	<input type="text"/>	Order Number:	<input type="text"/>
Organisation:	<input type="text"/>		
Email Address:	<input type="text"/>		
Street Name:	<input type="text"/>		
Town/City:	<input type="text"/>		
County:	<input type="text"/>		
Post Code:	<input type="text"/>		
Telephone:	<input type="text"/>	Fax:	<input type="text"/>
Booked By:	<input type="text"/>	Event Day:	<input type="text"/>
Event Title:	<input type="text"/>		
Room Required From:	<input type="text"/>	To:	<input type="text"/>
Number Of Delegates:	<input type="text"/>		

Refreshment Options

Tea, Coffee, Biscuits and Water	<input type="text"/>	£1.00 per head - per session
Fruit Juice and Sparkling Water	<input type="text"/>	70p per head - per session
Working Lunch (Cold Buffet)	<input type="text"/>	From approx £5.75 per head

I would like to book the above event and authorise that all charges relating to this booking should be invoiced to the address given above.

I/We accept that I/We will be held liable for the cost of any damages incurred in the room, furnishings or equipment during this booking

I/We accept the above terms and conditions