**MANOR LODGE FUNCTION ROOM
AT STOTFOLD CONSERVATIVE CLUB**

**PRIVATE PARTY RESERVATION FORM**



DATE NO. OF GUESTS START
OF EVENT (Max: 120) TIME

APPLICANT MEMBER
NAME NUMBER

ADDRESS

TEL EMAIL

TYPE OF FUNCTION

DJ BAND OTHER

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| TYPE OF FUNCTION | MEMBER (DEPOSIT) | PLEASE TICK | NON-MEMBER (NON-REFUNDABLE) | PLEASE TICK |
| EVENING PARTY | £75 |  | £100 |  |
| CHRISTENING | £75 |  | £100 |  |
| WAKE | FOC |  | FOC |  |
| CHARITY EVENT | £75 |  | £100 (DEPOSIT) |  |
| 21ST PARTY | £150 |  | £150 |  |
| WEDDING | POA |  | POA |  |

All prices correct at 01.04.2020

**FEE’S RECEVIED:**

|  |  |  |  |
| --- | --- | --- | --- |
| **FEES:** | **AMOUNT** | **PAYMENT TYPE** | **DATE RECEIVED** |
| **HALL HIRE** |  |  |  |
| **CLEANING DEPOSIT** |  |  |  |
| **DRINKS PACKAGE** |  |  |  |
| **BUFFET** |  |  |  |

**OFFICE USE ONLY:**
T’s & C’s Cleaning Form Drinks Package Buffet DJ Contract