

# BOOKING FORM

[Company Name Here]

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

☎ 012 3456 7890 | 💻 yourwebsite.com

## CLIENT INFO

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Address 1: \_\_\_\_\_

E-mail: \_\_\_\_\_

Address 2: \_\_\_\_\_

Postcode: \_\_\_\_\_

## BOOKING INFO

Date requested: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Number of people: \_\_\_\_\_ Names: \_\_\_\_\_

Special Requirements: \_\_\_\_\_

Comments: \_\_\_\_\_

Extra Info: \_\_\_\_\_

## FEES & CHARGES

Fee(s): \_\_\_\_\_

Add Ons/Extras: \_\_\_\_\_

Deposit: £ \_\_\_\_\_

I/we do hereby agree to pay a booking £ \_\_\_\_\_. I understand this fee is non-refundable and that the balance must be paid prior to, or on the day of the booking.

All parties agree to the fees stated above and hereby accept the amounts charged.

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_.

Clients Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Manager Signature: \_\_\_\_\_