



Booking & Enquiry Request Form

Please complete the form below to request a booking, once assessed we will provide a quote and be in contact to assist you further. This form requires a signature so please print out and return.

Name of Hirer:

Organisation: Mob:

Address: Tel:

Fax:

Postcode:

Email:

Date/s: Rooms Required:

Time/s: Demonstration Room

Purpose of Hire: Control Room

Office Space

Other

Number of attendees:

Equipment Req: Staff Req:

Catering req:

Special Requests:

How did you hear about us:

Please sign to confirm you have read and agreed to our terms and conditions of hire please refer to these as they provide further information on the tick boxes below.

Public Liability Insurance:

Risk Assessment:

Signature:

Date: