

Booking Form

EVENT TYPE:

Civil Wedding

Naming Ceremony

Renewal of Vows

Names: and

Address:

Phone Number:

Mobile Number:

Email Address:

Emergency contact and phone number:

Date of Event:

Include hire of sashes and table coverings: Yes No

Choice of sash colour: Garnet Gold Light Silver White

Time of ceremony:

Number of guests (maximum 24):

Deposit paid: £ Balance Due: £

Include hire of Bridal Suite (two hour booking) Yes No

Include hire of reception rooms (two hour booking) Yes No

Signed Terms and Conditions returned:

ADDITIONAL INFORMATION:

Decoration:

Set up time: Removal Time:

Music (guest to operate): CD iPod/MP3

Other:

Florist details:

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Photographer details:

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How did you hear about The Old House?:

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OFFICIAL USE ONLY

Electronic diary booked

Order Raised

Attending officer confirmed

Schedule Updated

Deposit Paid

Finance Sheet updated

Confirmation Sent

Balance Paid

Finance Sheet updated

Confirmation Sent

Notes:

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