



PRIVATE EVENT BOOKING FORM

Booking Name						
Address						
Mobile Number		Home Number				
Email Address						
Occasion				For Whom		
Date of Event				Number of Persons		
Times	From				To	
Food Required	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Buffet <input type="checkbox"/>	Bacon Baps <input type="checkbox"/>	Sweet <input type="checkbox"/>	
Number to cater for	persons		Vegetarian <input type="checkbox"/>	Other (list) <input type="checkbox"/>		
DJ Required	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Own DJ * <input type="checkbox"/>	* See Terms & Conditions (Point 3 under Entertainment)		
Use of LB&G Speaker using your own Play List	Yes <input type="checkbox"/>	No <input type="checkbox"/>	NB: This lit speaker has a Bluetooth option for Mobile Phones			
Tariff:	Room Hire	DJ Price From	Speaker Hire	Prosecco Wall + 5 Bottles	Photo Prop Hire	Pick & Mix (including sweets)
	£350	£200	£ 50	£ 150	£ 50	£ 50
Food Pricing	Buffet (hot & cold) £7 per head		Bacon Baps £4 per head		Sweet Buffet £5 per head	
Payment	Debit Card <input type="checkbox"/>		BACS <input type="checkbox"/>	Cash <input type="checkbox"/>	Bank Account details listed in the Terms & Conditions (Point 8.2)	

LAGOONA BAR & GRILL COSTINGS (to be completed by LB&G)

Room Hire	£	Date Paid	Debit Card <input type="checkbox"/>	BACS <input type="checkbox"/>	Cash <input type="checkbox"/>	
DJ Cost	£	Name of DJ				
		Contact No				
		Company				
LB&G Speaker Hire	£	Date Paid	Debit Card <input type="checkbox"/>	BACS <input type="checkbox"/>	Cash <input type="checkbox"/>	
Catering	£	Date Paid	Debit Card <input type="checkbox"/>	BACS <input type="checkbox"/>	Cash <input type="checkbox"/>	
Photo Booth	£	Date Paid	Debit Card <input type="checkbox"/>	BACS <input type="checkbox"/>	Cash <input type="checkbox"/>	
Total	£	Date Paid	Debit Card <input type="checkbox"/>	BACS <input type="checkbox"/>	Cash <input type="checkbox"/>	
Security	£	To pay Security Guard on the night	£55 per guard from 10-1/2pm (min 4 hours)			
Total Amount to Pay	£	Date Paid	Debit Card <input type="checkbox"/>	BACS <input type="checkbox"/>	Cash <input type="checkbox"/>	
Staff Working	1.	2.	3.	4.		
BOOKING THROUGH	Shirley <input type="checkbox"/>	Katie <input type="checkbox"/>	Kimbo <input type="checkbox"/>	Other: Name		