



Print and Fax-back booking form

A member of staff will be in touch with you soon after receiving this form to discuss your requirements.

Group Name	
Contact Address	
Telephone / Fax No	
e-mail Address	
Date & Time of Booking	
Number of Attendees	
Preferred Room	
Room Requirements (Setup arrangements, equipment required, refreshments needed (eg tea, coffee))	
Catering Requirements	
Creche Requirements	

Please fax back to (01475) 806777 or scan and e-mail to info@johnwoodstreet.co.uk