

New Directions Room Booking Form

Please return this booking form to New Directions (Rugby) Ltd.,
27 Bilton Road, Rugby, Warwickshire, CV22 7AN

Name of company/ individual hiring room:

Contact details for booking:

Name:

Address:

Postcode:

Telephone:

Email:

Room (s) required:

Date(s) of booking:

Number of people:

Purpose of booking:

Preferred room layout:

Refreshments:

Tea/ Coffee: Yes/ No

Biscuits: Yes/ No

Number of people:

Lunch: Yes/ No

Number of people:

Any dietary requirements:

Equipment needed:

Flip chart: Yes/ No

Pens: Yes/ No

Projector: Yes/ No

Other:

Payment contact details if different to above:

Name:

Address:

Postcode:

Telephone:

Email:

I confirm that I have been provided with New Directions' Terms and Conditions and that I have signed and returned a copy with this booking form.

Signed..... Date.....