

## BOOKING FORM FOR THE MAIN MILL SITE

Please fill in as comprehensively as possible to help us ensure all your requirements are met and return to: VSD2, Cromford Mill, Mill Lane, Cromford, Derbys. DE4 3RQ

Date(s): \_\_\_\_\_ Day(s) \_\_\_\_\_

Time access to room required from: \_\_\_\_\_ Departure Time: \_\_\_\_\_

Number of people: \_\_\_\_\_

Wording of sign to direct people on site: \_\_\_\_\_

Room booked:	WINSTER	RIBER	DERWENT	IBLE
--------------	---------	-------	---------	------

Layout:	Theatre	Boardroom	Custom:
	Café	Horseshoe of chairs	

Equipment	OHP	Screen	Flipchart	TV & Video
-----------	-----	--------	-----------	------------

<u>Catering</u>	no. required	time/s	
Tea and Coffee			
Orange Juice			
Mineral Water			
Biscuits			

Lunch	no:	time:
Menu: Please tick your choice ( 1 choice per visit)	Hot Soup Lunch	
	Ploughman's Lunch	
	Lite Bite	
	Buffet Lunch / Supper	
	Hot Potato Lunch / Supper	
	Hot Pasta Lunch / Supper	

Special Dietary Requirements:

Lunch

**Charges (excluding vat)**

Accommodation

Catering:	Individual Price	Total
-----------	---------------------	-------

Beverages

Others

\*I have read the booking conditions and agree our organisation shall be bound by them.\*

**Signature**

**Date**

**Name in Capitals**

**Invoice Address**

**Telephone  
Number**

**Fax Number**

**\* D.C.C. Only Order Number Please:**