



2017 Christmas Party Booking Form

The Arches Dean Clough Ltd, E Mill E127-129, Dean Clough, Halifax, HX3 5AX

nicola@thearchesdeanclough.co.uk



STEP ONE

Organiser Name	
Company	
Address <small>This is where we will send all Communication</small>	
Daytime Tel. Number	
Mobile	
Email	

STEP TWO

CHOOSE YOUR NIGHT!

STEP THREE

DEPOSIT PAYMENT

The Deposit for a Christmas Party Night is £15 per person. Once we receive your Booking we will send a receipt for your Deposit and an Invoice for your Balance Payment, plus any Drinks Packages you have ordered.

Sat 2 nd December	£35	
Thursday 7 th December	£35	
Friday 8 th December	£35	
Saturday 9 th December	£35	
Thursday 14 th December	£35	
Friday 15 th December	£35	
Saturday 16 th December	£35	

I enclose a CHEQUE for £15 per person

Cheques made payable to "The Arches Dean Clough Ltd". Please note, we can only accept one cheque per Booking.

I will BANK TRANSFER £15 per person

Lloyds Bank, Halifax, Sort Code: 30-93-76 Acc No: 68511568
Please use your Company Name or Surname plus the Date of your Event in 4 digits as the Payment Reference. e.g. SMITH 0712 for a Party Booking from Mr Smith on the 7th December

I will PAY BY CARD £15 per person

16 Digit Card Number:
Expiry Date Month/Year:
Cardholder Name:
3 Digit Security Code:



STEP FOUR

HOW MANY GUESTS?

STEP FIVE

MENU CHOICES & DRINKS PACKAGES

Please see Page 2 to tell us about your Menu Choices & Pre-Bookable Drinks Packages. If your Party is larger than 10 Guests, please photocopy this page so that we have a completed Menu Choice for each Guest.

I have completed all Menu Choices & Drinks Packages for my Booking:

TOTAL PEOPLE IN YOUR

BOOKING CONFIRMATION

A full copy of our Booking Terms & Conditions can be found on our website www.thearchesdeanclough.com, but here are the most important points:

- No Bookings are secure without a Deposit Payment
- All Deposits are strictly non-refundable and are non-transferable after 1/8/17
- Balance Payments will be invoiced to you and must be paid six weeks before your Event Date, or your Booking will be cancelled
- Please send Menu Choices with Booking where possible. If not, these must be with us at the latest 2 weeks before your event or your choices/requirements cannot be guaranteed.

I have read, understand and accept the Terms & Conditions of this Booking:

Signed:

Date:

Print:

