

**RUTLAND COUNTY GOLF CLUB  
MEETING ROOM HIRE  
BOOKING FORM**



*Always a friendly welcome!*

Please fill in your details below

No. of delegates.....Room Required From.....to.....on.....  
Room Set-Up Style.....  
COMPANY NAME.....CONTACT NAME.....  
CONTACT ADDRESS.....  
.....POSTCODE.....  
PHONE No. HOME.....WORK.....  
MOBILE.....EMAIL.....

**MEETING ROOM HIRE**

20 Delegates Conference or Classroom style in The Hardwich Room,  
30 Delegates Conference or Classroom Style in our Dining Room  
(£2.50pp will be added for numbers over 20 to cover coffee & biscuits)

PLEASE TICK THE BOX TO INDICATE YOUR REQUIREMENTS

- FULL DAY HIRE 9-5pm £150.00** (Deposit £50.00)  Arrival Time.....  
(Includes Tea, Coffee & Biscuits on arrival & After Lunch, for a maximum of 20 delegates)
- HALF DAY HIRE 9-1pm or 1pm-5pm £100.00** (Deposit £40.00)  Arrival Time.....  
(Includes Tea, Coffee & Biscuits on arrival, for a maximum of 20 delegates)
- By the Hour Rental £25.00 per Hour** (up to 20 delegates)  Arrival Time.....  
**(Deposit £10.00 per hour booked)**  X Hours Booked for  
All Refreshments extra
- DIGITAL PROJECTOR**
- FLIP CHART**
- WI-FI**
- LUNCH (From Meeting Room Menus)**  Time.....
- Evening Meetings (5-9pm) £130.00 (Deposit £50)**  Arrival Time.....

PLEASE SIGN, DATE AND RETURN TO THE ADDRESS BELOW C/O TRACY SPRING MEMBERSHIP & MARKETING MANAGER. ALONG WITH YOUR DEPOSIT TO CONFIRM YOUR BOOKING. DEPOSITS ARE REFUNDABLE UP TO 14 DAYS PRIOR TO THE BOOKING DATE. FINAL NUMBERS FOR FOOD ARE REQUIRED 7 DAYS PRIOR TO THE BOOKING DATE. ORGANISERS ARE REMINDED THAT ONLY SMART CASUAL CLOTHING IS PERMITTED IN THE CLUBHOUSE (see our website for details)

**I ENCLOSE MY DEPOSIT & HAVE READ AND ACCEPT THE CONDITIONS OF OUR AGREEMENT.**

**SIGNATURE OF ORGANISER.....**

**AMOUNT ENCLOSED £.....DATE.....**