

Venue Hire | Booking Enquiry Form



CONTACT DETAILS

Name of hirer: _____

Address: _____

Tel: Work _____ Home: _____ Mobile: _____

Email: _____

BOOKING INFORMATION

Name of Venue: NORMAN LINDSAY GALLERY

Date: _____ Start Time: _____ Finish Time: _____ (9pm latest)

Estimated Number of Guests: _____

Event Options (please tick items which apply):

Venue Option	Please Tick	Fee	Sub-total
Site hire for wedding ceremony & photos	<input type="checkbox"/>	\$600	
Site hire for wedding photography only	<input type="checkbox"/>	\$250	
Site hirer for ceremony, photos & champagne	<input type="checkbox"/>	\$700	
Site hire for ceremony, photos & finger food reception	<input type="checkbox"/>	\$900	
Site hire for ceremony, photos & dinner reception	<input type="checkbox"/>	\$1200	
Site hire 4pm – 9pm (number of hours: _____)	<input type="checkbox"/>	\$150 per hour	
Chairs (number: _____ up to 40)	<input type="checkbox"/>	\$1 each	
Trestle tables (number: _____)	<input type="checkbox"/>	\$5	
Marquee	<input type="checkbox"/>	\$100	
Extra toilets	<input type="checkbox"/>	\$150	
Parking assistance	<input type="checkbox"/>	\$50	

Total Amount: _____



OTHER INFORMATION

Entertainment or Music: _____

Photographer: _____

Catering: _____

Special Requirements: _____

Date booking taken: _____ Taken By: _____

PAYMENT DETAILS

Cheque Cash MasterCard Visa Bankcard

Name on card: _____

Card Number: _____

Verification Number: _____ Expiry Date: _____

Signed: _____ Date: _____

Thank you for booking your event with Norman Lindsay Gallery!

OFFICE USE ONLY

Deposit Paid: Amount: _____ Receipt No: _____

Full Amount Paid: Amount: _____ Receipt No: _____