

PRIVATE FUNCTION APPLICATION FORM



MORE THAN A GAME

FUNCTION DETAILS

Day: _____ Date: ____ / ____ / ____
Time required: _____ to _____ Surprise Party? YES / NO
Function type: _____ If it is a birthday party, who's birthday is it? _____
How old will they be? _____ Number of guests attending: _____ Do you require a separate area for your buffet: YES / NO
Access (subject to term five overleaf) agreed from _____ pm or after (Subject to availability)

APPLICANT'S DETAILS

Forename: _____ Surname: _____
Address: _____
Postcode: _____
Home telephone: _____ Work telephone: _____
Mobile: _____ Email address: _____

DEPOSIT PAYMENT

Amount: _____ Date received: ____ / ____ / ____ Received by: _____ CASH / CC / CHQ

LATE LICENSE

NO (11.00pm finish - No cost) YES (12 Midnight finish - £25.00) YES (1.00am finish - £45.00)

ENTERTAINMENT

Disco booked by: _____ Date: ____ / ____ / ____
 Free disco and DJ required (Fridays and Saturdays only) No entertainment is required or supplying own
 Karaoke required (applicable only if Pro-Soccer's Free DJ taken at a cost of £65.00) Disco and DJ required at a cost of £ _____
Disco and / or Karaoke fee required by: ____ / ____ / ____ (14 days prior to function)
Received by: _____ Date: ____ / ____ / ____ CASH / CC / CHQ

CATERING

Buffet A or B for a total of _____ persons at £ _____ per head = £ _____
50% deposit £ _____ required by: ____ / ____ / ____ (14 days prior to function)
Received by: _____ Date: ____ / ____ / ____ CASH / CC / CHQ
Buffet booked by: _____ Date: ____ / ____ / ____ CASH / CC / CHQ
Balance of £ _____ to be paid prior to function

NOTES

DECLARATION

I have read and understood the terms and conditions and accept that if they are not adhered to I risk my reservation deposit being non-returnable. I am also aware that I am required to give 56 days' notice to cancel in order that my reservation deposit will be refunded. I confirm that I am over 21 years of age.

I, the applicant, tick the appropriate boxes to confirm I have read the following important terms & conditions overleaf:

- | | | |
|--|--|--|
| <input type="checkbox"/> The Booking deposit is non returnable if less than 60 adults attend | <input type="checkbox"/> Pro-Soccer must be informed of any under 18's attending prior to the function | <input type="checkbox"/> No items of food or belongings can be left at the end of the function |
| <input type="checkbox"/> The Late license fee must be received no later than 14 days prior to the function | <input type="checkbox"/> The bar may be open to the public until 6.45pm | <input type="checkbox"/> The function applicant is responsible for any damage carried out |

Signed: _____ Date: ____ / ____ / ____