

THE FURNIVAL

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Room Bookings at the Furnival

The Furnival has two rooms available for hire:

- The **Café**: practical workspace
- The **Green Room**: comfortable workspace

Both rooms comfortably accommodate up to 30 people, and have access to a **kitchen**, which is suitable for catering purposes and can also be hired.

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We can put tables and chairs in either room, and provide basic equipment e.g. flipchart and stand. The Green Room is suitable for use as a crèche for up to 2 hours.

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If you would like further information then please get in touch with us, either by phone or by email. If you would like to make a booking then please complete and return to us the form opposite. Room hire charges are shown overleaf.

Room Hire Booking Form

Rooms

Please tick which rooms you would like to hire:

Café Green Room

Kitchen

Details of Hire

Date of hire:

Start time:

Finish time:

Type of activity:

Any additional requirements:

.....

Name of organisation:

Room Hire Charges

From 1 January 2004

Name of contact person:

Large Organisation

<i>1-2 hours</i>	<i>2-4 hours</i>	<i>all day</i>
£30.00	£45.00	£70.00

Tel.

Address:

Small Organisation

<i>1-2 hours</i>	<i>2-4 hours</i>	<i>all day</i>
£20.00	£30.00	£50.00

Name and address for invoice if different from that of contact person:

Kitchen Hire

<i>1-2 hours</i>	<i>2-4 hours</i>	<i>all day</i>
£20.00	£40.00	£60.00

Provision of tea and coffee: £5

Are you a large organisation (e.g. statutory, large charity, etc.) or a small organisation (e.g. local charity or community group)?

Signed: