



Saint Owen's Chambers

Conference and teaching facilities





**SAINT OWEN'S CHAMBERS
CONFERENCE FACILITIES**

BOOKING FORM

Client Name:

Address:

Telephone No: Email:

Invoice Address:
(if different from above)

Room Hire Detail:

Event Date	Event Time	Numbers Attending	Pullings Room	Orchard Room	Half Day / Full Day <i>£150 / £250</i>

Optional Extra Requirements (please indicate)

Tea & Coffee <i>£1.50 per serving</i>	Tie Microphone <i>£25 per day</i>	DVD / VCR <i>£15 per day</i>	Internet Access <i>£10 per day</i>	Flip Chart, Pads & Pens <i>£15 per day</i>	Photocopying <i>10p per copy</i>

All costs exclusive of VAT

Set-up Style:

20 people seated with tables: Up to 30 people theatre style without tables:

Your booking will be confirmed upon receipt of your completed Booking Form + £50 deposit