



FUNCTION BOOKING FORM

- Enquiry only
- Tentative booking
- Confirmed booking

Thank you for your enquiry. Please complete and return this booking form to club reception or by email (events@moruyagolfclub.com.au) to the administration staff.

Business/Individuals name (if appropriate):

Postal address:

Suburb:

State:

Postcode:

Contact:

Telephone:

Email:

FUNCTION DETAILS

Event date:

Event title:

Type of event (please tick):

- Meeting
- Presentation
- Training
- Networking
- Workshop
- Fundraising event
- Party
- Trivia night
- Life celebrations
- Other (please specify):

Start time of event:

Finish time of event:

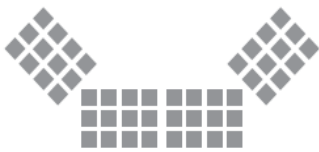
Access to the room will be made available 30 minutes prior to the event start time

Number of attendees (this will determine the space that needs to be booked):

Room layout (see options below):

- Meeting Room (\$100)
- Golfer's Lounge (\$150)
- 1/2 Auditorium (\$175)
- Full Auditorium (\$250)

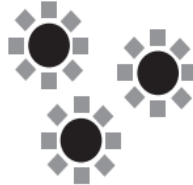
Theatre



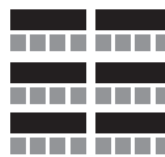
U-Shape



Cabaret



Classroom



Boardroom



Special layout requirements:

Please check off any equipment you may need: (please tick)

- Laptop (\$50 fee)
- Projector (\$50 fee)
- Flip Chart (\$20 fee)
- Laptop speakers
- Microphone
- Lectern
- Whiteboard

FURTHER INFORMATION

Do you require tea and coffee? (If no - skip this section):

Please select which station you would like:

Basic Standard Business Deluxe

Is catering required? (If no - skip this section):

Food service time:

Food selection:

Food service time:

Food selection:

Dietary requirements if any (please number):

Vegetarian Vegan Gluten Free Celiac Nut allergy Seafood allergy

Other (please specify): _____

Any other information you wish us to know:
