



## Booking Form

### Minimum Booking: Table of 8 Guests

To confirm your booking please complete and return this booking form, along with a non-refundable deposit of £15.00 per person.

The balance will be due 8 weeks in advance of your party date and an invoice will be sent as a reminder approximately 12 weeks prior to your party date.

Without a signed booking from your party booking cannot be guaranteed.

Please keep a copy of your booking form for your own records.

Preferred Date of Party (please circle): Thurs 17<sup>th</sup> / ~~Fri 18<sup>th</sup>~~ / ~~Sat 19<sup>th</sup>~~ / Sun 20<sup>th</sup> December

Name of Organiser: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ Postcode: \_\_\_\_\_

Contact Number: \_\_\_\_\_

Email: \_\_\_\_\_

Fax: \_\_\_\_\_

Total No. of Guests: \_\_\_\_\_ x £15.00 deposit per person = £ \_\_\_\_\_ deposit enclosed\*

I have read the terms and conditions of booking and agree that I, and all my participants, shall abide by them.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Cheques should be made payable to: **Letheby and Christopher.**

Please enclose **one cheque** per booking as there is a 50p charge for every additional cheque presented.

\*Please call the number below to pay by credit card or BACs.

**Strictly over 18s only. All dates subject to availability.**

**Dress code: Smart party wear. No ripped / dirty / bleached jeans or trainers.**

**Guests will be turned away if their attire is deemed inappropriate.**

The Christmas Team, Ricoh Arena, Phoenix Way, Coventry, CV6 6GE

**Tel: 0844 873 6490 Fax: 0844 873 6598**

Web: [www.ricoharena.com](http://www.ricoharena.com) Email: [christmas@ricoharena.com](mailto:christmas@ricoharena.com)

# RICOH ARENA