For office use (this version 19.3.2019):

MARTINEAU GARDENS BOOKING FORM: PARTIES

Please read venue hire pamphlet 2019 first <http://www.martineau-gardens.org.uk/resources/>

Day of Event Date of event: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Morning: start\*: .................. finish ................ **OR**  Afternoon: start ............ finish ...............

Name:

Address:

Telephone:

Email:

How many individuals do you expect? adults children *(Please note parking restriction, see p4)*

What kind of event is it, and what kind of activities are planned?

**Please tick which session you are booking: Times include set up and clear up of your event**

*\*We have revised the time slots available to enable two bookings per day. Morning bookings need to finish by 12.30pm (or earlier), afternoon bookings start at 1.30pm (or later). Alternatively, you can book the whole day — see p4*

Use of the pavilion includes use of kitchen and crockery (no disposable plates please)

During our usual opening times: 10-4pm Monday to Saturday

 Option: A The Gardens only: half day £30 full day £60

 Option: B The Gardens and the Pavilion: half day £70 full day £140

 Outside of our usual opening times:

 Option: C The Gardens only £30 per hour  Option: D The Gardens and the Pavilion £40 per hour

Large Parties:



Optional extras - please **X** if you would like book any of the following:

|  |  |
| --- | --- |
| **Activity Session**  | £50 for one hour (select: Stick Man Activity, Pirate Adventure, Dinosaur Discovery, Minibeast Safari) |
| **Pavilion wood burner** | Fuel and pre-light £10 *recommended for winter bookings* |
| **Bonfire** | Fuel £10 | Fire Pre-set £10 |
| **Earth Oven**  | Fuel £10 | Oven pre-light £30 |
| **Gazeboes** | We erect £20 each | You erect £10 each |
| **Marquee** | We erect £100 | You erect with our supervisor’s help £50 |

**Please tick to confirm the following:**

 I have read & will take responsibility for implementing the advice contained within the Venue Hire Pamphlet. *\* Please note revised guidelines regarding party size / parking, as detailed on p4*

I have read and understood the Venue Hire leaflet: Including cancellation policy and damages

 Signed: Date:

**Please send this completed form to** **info@martineau-gardens.org.uk** **then call on 0121 440 7430 to arrange payment. Your booking will be confirmed on receipt of both.**

 **Martineau Gardens, 27 Priory Road, Edgbaston Birmingham B5 7UG**

Paid: ..................................

Date / Method

£12 per hour x ……. = £………

*\*\* In the event that we feel the number of people attending your event will require an additional member of our staff on site, then we may need to charge an additional £12 hour. We will always ring and discuss this with you first. You & your guests’ safety is our priority.*

Download the Venue Hire Pamphlet 2019 via <http://www.martineau-gardens.org.uk/resources/>