

MEETING POINT CATERING BOOKING

NAME					
TELEPHONE					
EMAIL					
TITLE OF MEETING: SMILE					
DELIVER TO ROOM	ON DATE	START TIME	FINISH TIME	NUMBER OF PEOPLE EXPECTED / ATTENDING	
ITEMS REQUIRED	ITEMS	ANY DETAILS <small>inc menu options / timings etc.</small>		QUANTITY	UNIT PRICE
1					
2					
3					
4					
5					
6					
7					
8					
ANY COMMENTS:				TOTAL ->	

* If you require the use of crockery with your buffet order, please tick this box, cost of £1.00 per person

*All catering orders should be sent with 5 full working days' notice.