

**Function Booking Form - 2 Copies to be completed, 1 for the customer to take.**

**Event:** \_\_\_\_\_ **Date:** \_\_\_\_\_ **Time Req'd** \_\_\_\_\_

**Customer Name:** \_\_\_\_\_ **Contact Number:** \_\_\_\_\_

Address If Required: \_\_\_\_\_  
 \_\_\_\_\_

E-mail: \_\_\_\_\_

**Costs are as follows:-**

Service Required:	Price:	Qty:	Req'd Y/N
Room Hire Full Venue (after 7pm)	£250.00		
Field Hire (anytime)	£200.00		
Restaurant Only	£125.00		
Jungle Only	£200.00		
<b>Please tell customers we are able to be flexible on the available time slot however this would be out of the ordinary and would need the event coordinator to confirm price depending on their requirements.</b>			
Customers Own Disco Surcharge	£30		
Jungle Madness Disco	£160		
Room Decoration Option A, best suited for weddings, includes white linen table cloth, runner (colour optional) balloons and scattered confetti/jewels.	£100 per room		
Cream Chair Cover With Sash Bow (choice of colour)	£3 per chair		
Room Decoration Option B, best suited for birthdays etc. Includes disposable table cloths, choice of two colours and balloons on every other table.	£60 per room		
Buffet Menu - A	£5 per head		
Buffet Menu - B	£10 per head		
Buffet Menu - C	£15 per head		
Sit Down Meal	£20 per head		
Customers Own Food Surcharge	£100		
Refundable Breakage/Cleaning Deposit	£150		

I agree that the above information meets my requirements and understand that the deposit is non-refundable should I cancel the booking.

Customer Signature: \_\_\_\_\_

Deposit Paid: \_\_\_\_\_ Confirmed  
 By: \_\_\_\_\_ Today's Date: \_\_\_\_\_

**Please see over for terms & conditions.**

## **Terms & Conditions For Function Facilities @ Jungle Mania Ltd**

I agree to leave the premises as they were found and understand any cleaning deemed to be outside the norm will result in the refundable cleaning deposit being forfeited.

I understand that any decorations brought into the premises must be agreed by the management before the function date. Pictures/banners are permitted only with the use of blue tac.

I understand that photo's maybe taken for advertising and could be used in any social media applications.

No party poppers or streamers are allowed and should they be used your cleaning deposit will be withheld.

All final payment must be made 6 weeks prior to your function taking place. Access to the room prior to the booked arrival time is prohibited unless prior authorisation has been given upon your booking confirmation.

The bar will be open til midnight and all guests must be off the premises by no late than 00:30hrs We operate challenge 25 and anyone who appears to be under this age will be asked for i.d, we strongly recommend that any guests falling into this category be advised to bring i.d as to not disappoint them should they be refused to be served.

The number of people on the premises shall not exceed 200.

All means of escape must be kept free from obstruction and immediately available for instant free public exit.

The hirer shall not use the premises for any other purpose than that stated on the booking form and shall not sub hire or use the premises or allow the premises to be used for any unlawful way. The hirer during the period of the hiring will be responsible for the supervision of the premises, the fabric and the contents, in their care, safety from damage however slight or change of any sort and the behavior of all persons using the premises whatever the capacity, including proper supervision of car parking arrangements so as to avoid obstruction of the highway.

The hirer shall, if preparing, serving or selling food observe all relevant food health & hygiene regulations.

Any outside food cannot be stored in our refrigeration and must be brought upon arrival of your function.

The kitchen facilities are not for use, we do not operate a non working kitchen and therefore to comply with legislation no person other than who is employed by Jungle Mania Ltd is permitted in the kitchen or bar area.

