



www.littleginger.com.au

Office Use Only :

Booking Source : online / counter/ other:

1) Everyday Rate, 2) Food/Bev Package : \_\_\_\_\_

Deposit Paid: \$ \_\_\_\_\_ online/EFT/cash

Date :     /     /

Balance paid :     /     /

### Venue Booking Form

Thank you for your inquiry. Please complete & return the following so we can ensure your party is a success!

Full Name of Contact : \_\_\_\_\_

Phone : \_\_\_\_\_

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

Booking Occasion (eg Kirsty's Baby Shower) : \_\_\_\_\_

Day and Date of Booking Required : \_\_\_\_\_ /     /

Approx. Guest numbers (Total Guests is 70) : Adults:

Children/babies (Maximum 20 - U12yrs) :

Type of Booking:     Daytime ☐     Evening ☐     Day/Evening ☐

Preferred Hours for Guest Time :

\*Please allow at least 1.5 hours for setup as well as 1 hour to pack up when setting guest time

I am interested in the following :

- |  |   |
|--|---|
| <input type="checkbox"/> Venue only                      | <input type="checkbox"/> Styling Assistance - I need staff to help me install |
| <input type="checkbox"/> Catering packages               | <input type="checkbox"/> Event management                                     |
| <input type="checkbox"/> Self catering/External catering | <input type="checkbox"/> Styling services - I need Little Ginger's Team       |
| <input type="checkbox"/> Hospitality Staff: YES / NO     | <input type="checkbox"/> Self styling - list external suppliers :             |

- ☐ Kitchen Hand
- ☐ Wait Staff - see package inclusions
- ☐ Bar staff included in Bar Tab / Alcohol Packages

**\$550 Non-Refundable Booking Fee to :** Little Ginger **BSB :** 063179 **Account :** 10564169 **Reference :** Your Name

**Full Terms & Conditions :** [www.littleginger.com.au](http://www.littleginger.com.au) **Phone :** 9942 9585 **Email :** [littlegingerbookings@gmail.com](mailto:littlegingerbookings@gmail.com)

☐ I acknowledge that I have been shown the Terms & Conditions, can review at anytime on the website, have read and agreed to terms stated.

Print Name : \_\_\_\_\_ Signature : \_\_\_\_\_ Date :     /     /

### HOW DID YOU HEAR ABOUT LITTLE GINGER?

- ☐ Little Ginger Website     ☐ Publication \_\_\_\_\_ (please state which one)     ☐ Friend
- ☐ Internet Source \_\_\_\_\_ (please state eg Google of FB Group name)     ☐ Other: \_\_\_\_\_

**\$300 Bond Applies to all Bookings - Return of Bond - Nominate your Bank Account Details or If Paid by Credit Card will be refunded to same!**

Account Name: \_\_\_\_\_ BSB: \_\_\_\_\_ Account Number: \_\_\_\_\_