

**SANDRINGHAM HOTEL  
BOOKING FORM**

Name: \_\_\_\_\_

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

Address (Work): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Tel: \_\_\_\_\_

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

I would like to make a booking for Luncheon:

No. of persons: \_\_\_\_\_

I would like to make a booking for Dinner:

No. of persons: \_\_\_\_\_

Date required: \_\_\_\_/\_\_\_\_/\_\_\_\_

Time: Lunch 12.30 / 1.00pm

Dinner 7.30 / 8.00pm

Alternative seating times can be arranged if required.

We require your full menu order (including starters and desserts) no less than 14 days in advance.

**Terms and Conditions:**

A non-refundable deposit of £10.00 per person is requested within 14 days of making your reservation or the booking will automatically be cancelled.

Full payment is requested no less than 14 days in advance of your function. Organisers should inform their party of our non-refundable policy.

No refunds will be made once full payment is received.

All cheques should be made payable to Duttlan Hotels Ltd.

I enclose £ \_\_\_\_\_ as a deposit for \_\_\_\_\_ people for the above event.

I have read and understand the Terms and Conditions of booking.

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