

N° : \_\_\_\_\_



### ROYAL ESCAPE ROOM HIRE REQUEST FORM

Name:	
Company Name:	
Address:	
Tel N° :	
Mobile N°:	
E-mail:	

Date Hire Required:			
Reason for Hire:			
Number of Attendees:			
Catering Requirement:			
Will you require:	OHP?: Yes/No	Projector?: Yes/No	Flip Chart?: Yes/No
Anything else:			

Please note: It is the hirer's responsibility to arrange the room however they require.

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

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

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

Position: \_\_\_\_\_

For Office use only:	
Hire authorised by: _____	Date: _____
Print Name: _____	Confirmation/Invoice Sent: _____

Please return form to: Jacqui Flood, Assistant Secretary, Sussex Yacht Club, 85-89 Brighton Road,  
Shoreham, West Sussex, BN43 6RE e-mail: [secretary@sussexyachtclub.org.uk](mailto:secretary@sussexyachtclub.org.uk),  
fax: 01273 464217

Copy to: Caterer, Hocine Zioui