



FUNCTION & ROOM BOOKING FORM

APPLICANT'S DETAILS

I hereby apply to hold the function/event detailed below at Rochdale Rugby Union Football Club ('RRUFC').
I agree and accept that the event is subject to the terms & conditions ('Booking Terms') of RRUFC. See: www.rrufc.org

First Name:	Middle:	Surname:
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Home/Business Address:	Post Code:
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Are you an RRUFC Member? Please Tick Yes: <input type="checkbox"/> No: <input type="checkbox"/>	OR Official Club Function? <input type="checkbox"/>
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Date of Birth: <input type="text"/>	NOTE: DD/MM/YYYY	NOTE: Deposit not required for official Club events Member's deposit is 50% of non-member deposit
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Home Phone No.:	Mobile Phone No.:
Business Phone No.:	Fax No.:

Email Address(es):	1 <input type="text"/>	2 <input type="text"/>
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RRUFC Member sponsor:	1 <input type="text"/>	2 <input type="text"/>
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Function Date:	<input type="text"/>	20 <input type="text"/>	Note: DD/MM/YYYY	Expected Guests Number:	<input type="text"/>
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Function Type:	Personal:	Wedding <input type="checkbox"/>	Business:	Conference <input type="checkbox"/>
		Funeral <input type="checkbox"/>		Seminar <input type="checkbox"/>
	Please Tick	Family / Birthday Party <input type="checkbox"/>	Please Tick	Business Meeting <input type="checkbox"/>
		Other <input type="checkbox"/>		Other <input type="checkbox"/>

Time Room Required:	From:	<input type="text"/>	a.m. / p.m.	To:	<input type="text"/>	a.m. / p.m.
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General Requests:	Tea / Coffee / Biscuits <input type="checkbox"/>	Licensed Bar (extra staff charges may apply) <input type="checkbox"/>
	Food Catering (Club's Caterers only) <input type="checkbox"/>	Table Cloths & Napkins (extra cost) <input type="checkbox"/>
Please Tick	Music / Disco (Function Room only) <input type="checkbox"/>	Dance Floor (Function Room only) <input type="checkbox"/>
	Projector & Screen <input type="checkbox"/>	Champagne (extra cost) <input type="checkbox"/>

Special Requests:	<input type="text"/>
Please Specify	<input type="text"/>

NOTE: RRUFC will try to assist with Special Requests but does **NOT** warrant such requests will be possible or without extra charges

Clubhouse Room Applied For:			
	Please Tick	Cost	Deposit
Club Members Bar (daytime only)	<input type="checkbox"/>	£50-00	£25-00
Board Room (daytime only)	<input type="checkbox"/>	£25.00	£25.00
Public Function Room	<input type="checkbox"/>	On application	£100.00

Year:	2018- 2019
For Club Use Only	Please Tick / Sign
Approved by:	<input type="text"/> For Club
Diarised?	Confirmation Sent? <input type="checkbox"/>
Deposit Paid?	Full Cost Paid? <input type="checkbox"/>
Accepted	Tick <input type="checkbox"/> Sign <input type="checkbox"/>
Declined	Tick <input type="checkbox"/> Sign <input type="checkbox"/>

NOTE: Extra charges may apply e.g. catering, staff charges, table cloths, etc.

Payment may be made to 'Rochdale RUFC' by cash, cheque or BACS payment to:
Yorkshire Bank PLC - Sort Code:05-07-22 - Account Number: 24990316

I AGREE RRUFC'S BOOKING TERMS AND THE FOLLOWING SPECIFIC TERMS:

- RRUFC may retain my details and contact me by email, telephone or post in connection with this booking application.
NOTE: RRUFC will **NOT** pass on your details to a third party without asking you in advance if you wish to 'opt-out'. See: www.rrufc.org
- Bookings can **only** be accepted on completion of this form, payment of the required deposit AND acceptance of RRUFC's Booking Terms.
- To abide by and ensure all persons attending the function abide by RRUFC's Booking Terms. See: www.rrufc.org/governance/regulations
- To co-operate and comply, as reasonably requested, by RRUFC's staff with all matters during or related to the management of the function.

I CONFIRM THAT ALL INFORMATION PROVIDED BY ME IS TRUE AND CORRECT.

Signature:	Print Name:	Date:
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