

## Private Hire Enquiry Form

**Are you interested in (please circle):**

a.) General Private Hire b.) Christmas Party Package

**Which date and time would you like your screening to begin?**

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**Please confirm if you require our wheelchair accessible screen (Screen 1). Please note that as our ground floor screen, this screen is necessary for any guests with limited mobility:**

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**First and second choice of film (if applicable) *(Please note that for our Christmas Party Package, film hire fees for films not offered under our 'Film Choices' typically range from an additional £150-250 + VAT):***

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**Please specify whether you would like any food from our menu to be served before, during, or after the screening *(Please note that we do not currently offer a discount on food orders for private hires):***

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**Please disclose any personal decorations/party supplies or activities that you plan to bring/host:**

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**I confirm that I have read and understood the terms and conditions (stated at the end of the enquiry form). All known information about my event has been outlined on this enquiry form; I will inform the events coordinator about any additional information before the date of the hire.**

**Signed:** .....

**Date:**

### **Terms and Conditions**

All bookings are subject to a £100 refundable cleaning deposit. Evidence will be provided should the decision be made to retain the full or partial amount of the fee.

Only food bought from the premises will be permitted to be served; no food brought from outside the cinema can be served.

No sparklers or large naked flames are permitted to be lit on the property.