



MORUYA GOLF CLUB FUNCTIONS BOOKING SHEET

NAME OF ORGANISATION: _____

CONTACT NAME: _____

EMAIL: _____

PHONE/MOBILE NUMBER: _____

DATE(S) REQUIRED: _____

STARTING TIME: _____

FINISHING TIME: _____

ROOM REQUIRED: _____

NUMBER OF ATTENDEES: _____

TYPE OF FUNCTION: _____

PREFERRED ROOM ARRANGEMENT: _____



CATERING REQUIREMENTS – PLEASE SEE CATERING MENU SELECTIONS:

TEA & COFFEE STATION TYPE: _____

MORNING TEA:

- SERVE TIME: _____
- SELECTION: _____

LUNCH:

- SERVICE TIME: _____
- SELECTION: _____

AFTERNOON TEA:

- SERVICE TIME: _____
- SELECTION: _____

PLEASE LIST BELOW ANY SPECIAL DIETARY REQUIREMENTS WITH REGARDS TO CATERING:

EQUIPMENT REQUIREMENTS:

- WHITEBOARD Y/N
- PROJECTOR SCREEN Y/N
- PROJECTOR \$50.00 Y/N
- FLIP CHART \$20.00 Y/N
- MICROPHONE & MICROPHONE STAND Y/N
- LECTERN Y/N
- TV/DVD \$20.00 Y/N
- LAPTOP \$20.00 Y/N
- SMALL LAPTOP SPEAKERS Y/N
- WIFI ACCESS Y/N

HOW DID YOU HEAR ABOUT MORUYA GOLF CLUB?
