

## WESTMINSTER GREEN BOOKING FORM

| <b>ROOM TYPE</b> | <b>DATE</b> | <b>START TIME</b> | <b>END TIME</b> | <b>PURPOSE OF USE<br/>(Social, business, etc)</b> | <b>NO OF PERSONS</b> |
|------------------|-------------|-------------------|-----------------|---|----------------------|
| Business Centre  |             |                   |                 |   |                      |
| B/C Meeting Room |             |                   |                 |   |                      |
| Meeting Room     |             |                   |                 |   |                      |

NAME: \_\_\_\_\_

APARTMENT NO: \_\_\_\_\_

CONTACT NO: \_\_\_\_\_

FEES PAID: \_\_\_\_\_

DEPOSIT: \_\_\_\_\_

The room will be returned to the condition it was found in, upon completion of the aforementioned activity.

I understand my deposit will not be returned if any property is damaged or missing.

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

Booking request received by: \_\_\_\_\_