



You will not be able to provide your own DJ

110-112 Kings Road
Brentwood
Essex CM14 4EA

Private Hire Booking & Contract

**Please complete
and return**

Name:
Address:
Phone No: Day Mobile.....
Booking Date: Date..... Day.....
Occasion: e.g. 21st Birthday / engagement
Musical requests.....
Party to start at :..... Organisers to arrive at :.....
Fee: £ Deposit : £ Balance due: £.....

Fees

- The private hire fee is £250.00 Sunday – Thursday, £350.00 Saturday. This includes Door security, bar staff and a DJ.
- The applicable fee is payable for the private hire of the bar from 7pm to 11pm with the DJ to start at 8.30pm
- If you require the bar to be opened earlier for decoration purposes there will be a £10 per hour fee.
- The fee must be paid in full six weeks in advance of the booking
- This fee is non refundable
- Any buffet or canapés must be paid for in full 7 days prior to the booking
- If you are having a free bar or wish to have a specific sum for drinks or a champagne reception, this must be paid in advance on the night by either cash or credit card

Terms and conditions

- The bar is licensed until 11pm Sunday, Monday, Tuesday and Wednesday, 12pm Thursday (except 18ths) and 1am Friday and Saturday.
- Your booking must have a minimum of 80 guest, if less than 80 guests attend there will be an additional 50% hire charge added.
- A guest list must be provided to aid the door supervision as not all guests arrive with their invitation.
- You will be held responsible any damage caused by any of your guests.
- At 18th birthday parties ID will be required (passport or photo driving licence), wristbands will be supplied to everyone over 18
- The management reserve the right to refuse admission

I have read, understood and agree the above

Customer's signature

Date

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Signed on behalf of BW1

Date

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The Hire of the venue can only be secured with a non-refundable £150 deposit
This deposit is non-transferable
18th birthday parties cannot be accepted for Saturday's
and EVERYONE will be ID'd