

# Square Tower Wedding Booking Form

Wedding Date:		Upper or Lower Hall:	
Full Day or Ceremony Only		Time of ceremony:	
		Time Slot:	
Bride's (or Groom's) Name:		Day Guests	
Groom's (or Bride's) Name:		Evening Guests	
Registrar Booked:	Y/N	Registry Office - 02392 829041.	

Extra services/requirem	Quantity/Package	Price	£
Hire			
Chair covers		£2.00	
Arrival Drinks			
Table Drinks			
Toast Drinks			
Canape Service		£60.00	
Table Cloths		£4.00	
Cake Cutting + Napkins		£25.00	
Additional Staffing		£12.50	
		<b>TOTAL</b>	

## Contact Details:

Home Number:		Mobile Number:	
Address:			
Email Address:			

To confirm your event please contact the team at [enquiries@squaretower.co.uk](mailto:enquiries@squaretower.co.uk)

Deposit:	£	Paid On:	
Balance to pay:	£	Due on:	
Paid in full on:			
Signed:		Date:	

Please return to: Steve Hender - Square Tower, Broad St., Old Portsmouth PO1 2JE

updated 1/09/19