

# Eastbourne Riviera Hotel

## Event Reservation:



### **Restaurant Hire**

**(up to 120 guests):**

Mon – Thu £ 350 & Fri – Sun £ 450

### **Conference Suite Hire**

**(up to 30 guests):**

Mon – Thu £ 150 & Fri – Sun £ 200

*Prices include room hire only for evening dinner / buffet & disco are exclusive of catering, drinks, flowers, etc.*

- *Please see Functions Menu for package details & prices. Menu prices start from £ 18.50 per head for a three course meal, £ 18.5 per head for a hot buffet and £ 10.50 per head for a cold buffet.*
- *Late drinks and entertainment license is subject to prior arrangements (14 working days notice – extra cost £ 30).*
- *A non refundable deposit of £ 150 is required to confirm your booking.*
- *Final settlement is required 14 days prior to function date along with menu details and guest numbers.*
- *Entertainment is to be arranged by others or at extra cost.*
- *For entertainment after 11 pm, 8 rooms above the dance floor should be booked as part of the package.*
- *Drinks or food provided by others is not allowed for health and safety reasons.*

### **BOOKING FORM**

**Contact Name:** \_\_\_\_\_

**Company / Group Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Post Code:** \_\_\_\_\_ **Tel:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_

**Approx Numbers:** \_\_\_\_\_ **Event Date:** \_\_\_\_\_

**Total Amount:** £ \_\_\_\_\_

**Less Deposit (enclosed):** £ \_\_\_\_\_

**Balance (14 days before event):** £ \_\_\_\_\_

