

BOOKING FORM – DAY (2012)

The Kairos Retreat Centre
 Mt. Angelus Road
 Roehampton
 London SW15 4JA
 t: 020 87884188
 f: 020 87884198
 e:bookings.kairos@psmgs.org.uk
 www.thekairoscentre.co.uk

Contact name:		
Meeting Title:		
Leader/Facilitator:		
Organisation:		
Address:		
	Reg Charity #	
	Invoice Address:	
Post Code:		
Tel:	Post Code:	
Mobile:	Tel:	
Email:	Fax:	

Meeting Rooms:	Date: _____	
	Time: From _____ To _____	
No. of Delegates	Layout Style	Times for Teas/coffees
#		am pm

Break out rooms:	Time: From		To	
#				
#				

# Meals: (tick ✓)	<u>Time</u>	<u>2 Course</u>	<u>3 Course</u>	<u>Fork Buffet</u>	<u>Savoury Buffet</u>	<u>Sandwiches & Fruit Juice</u>	<u>Vegetarian</u>
		£10.95	£12.95	£9.95	£8.95	£5.95	-
Lunch:							
Evening Meal:							
Special Dietary Requirements:							

Equipment:	Day	Session
	8 hrs	4 hrs
Screen		
Flip Chart		
CD Player		
MM Projector		
TV, DVD, VHR		
Laptops	*Please provide your own laptops due to a compatibility factor.	

Cheque		Card No.			
Switch		Expiry Date:			
M/card		Code:			
Cash		Print name on card:			
Signed:		_____		Date: _____	