



# FOOD & BEVERAGE BOOKING FORM

## Details

Lodge name:				
Contact person:				
Position:				
Email:				
Phone:				
Type of function:				
No. of meals booked:				
No. of meals served:				
Time to be served:				
Number of main courses booked:	<b>M</b>	<b>A</b>	<b>V</b>	<b>Am</b>
Number of main courses served:	<b>M</b>	<b>A</b>	<b>V</b>	<b>Am</b>
M - Main course confirmed A - Alternative main course V - Vegetarian main course Am - Asian main course				

## Setup Requirements

Flowers:		Piano:	
Candles:		Music:	
Table setting:		Projector:	
Display items:		Screen:	
<u>Details / Remarks</u>			

Organiser's signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Office Use

Order taker:		Date:	
Kitchen staff:		Date:	
Admin:		Date:	
Accounts:		Date:	

## Date & Venue

Date of function:	
Venue:	

## Menu

Set Menu A:		Set Menu B:	
Premier:		À la Carte:	

## Starter

## Main Course

## Dessert / Cheese

## Wines / Other

## Office Use

Alternative main courses:

- A -
- V -
- Am -