

## IAMNZ HALL(s) BOOKING FORM

## bookings@inzone.org.nz

Name of Person Making Booking		
Mobile Contact Number:		
Email Address:		
Are You Member of IAMNZ:		
Are You a Registered Charitable Organisation		
Your Postal Address:		
Date of Preferred Booking:		
What is the Event:		
Number of Expected Guests:		
Which Venue do you want to Hire: (Please chose below)		
Level 1, 25 Tui Road – Capacity 200 Guests (Seated)		
Level 2, 25 Tui Road – Capacity 70 Guests (Seated)		
Is Kitchen area/facilities Required for Cooking -Yes / No		
Or Kitchen area required for Storage only: Yes / No (Choose 1 as per your requirement)		
IS Fire Required to be Lit for Any Ritual (Allowed on Level 2 Deck Only)		
How many hours do you require the Hall for the Event.	From:	То
Additional Hours Required for Decorators	From	То
Hall will be opened one hour before the booking time		
Is this a Ticketed Event		
Will Alcohol Be served at Function		
Bond Refund Account Number		
How Did You Know About IAMNZ Facilities	Facebook	U Word of Mouth
	U Website	Other

Please note: -After filling out this form, our office will get back to you for confirmation of the booking, depending on the availability. You shall then be sent an invoice for payment with a copy of our Terms and Conditions. After the full payment is received, only then will the booking be confirmed. Rates are exclusive of GST and includes a refundable Bond that shall be paid into your account within 15 days of the completion of event **subject to satisfactory inspection after use of the venue.**