

Celebration Event Centre

Venue Hire

81 Bickerton Street, Wainoni, Christchurch
03 373 8032 | office@celebrationcentre.com | www.celebrationcentre.com

Event Details

Name of Company

Name of Event

Date of Venue Hire / /

Time of Venue Hire till

Approx. No. Attending.....

What will be happening at your event?

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Contact Person

Name

Address

Home Phone Mobile Work Phone

Email Address

Hire Requirements

Room (Please Tick)	Capacity	Price Per Half Day (4 Hours)	No. of Hours Required (Please Write)
Auditorium	800	\$1,600.00	
Seminar Room	80	\$160.00	
Café Overflow	60	\$160.00	
Boardroom	14	\$160.00	
Café Area	124	\$240.00	
Café Area & Overflow	184	TBC	
Other Requirements		Price Per Half Day (4 Hours)	No. of Hours Required (Please Write)
Multimedia & Technician		\$260.00	
Sound & Technician		\$160.00	
Lighting & Technician		TBC	

Is there anything else you require?

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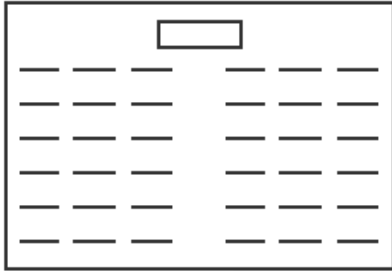
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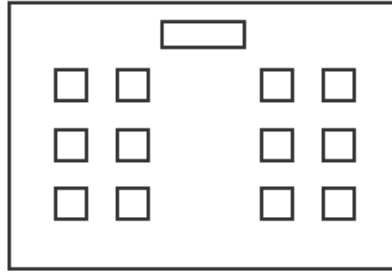
Thank you for your time

A quote will now be completed for you based on the information you have provided on this form. We will then send your quote, along with a booking confirmation form, to the contact details over the page.

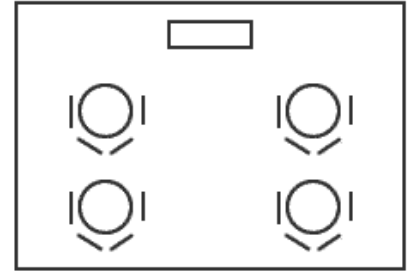
Layout Options



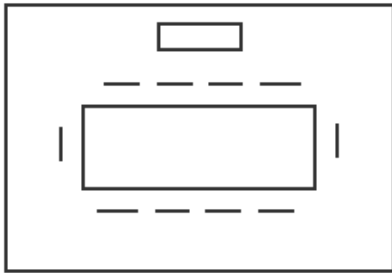
Seminar



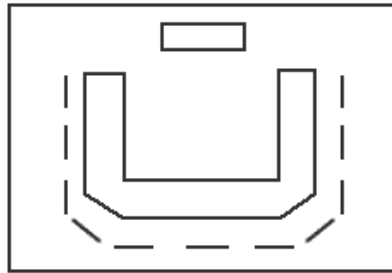
Classroom



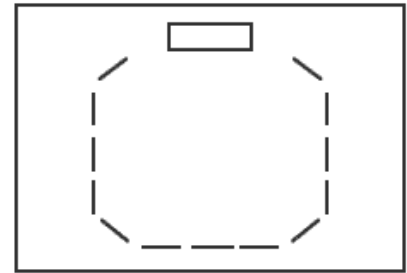
Cabaret



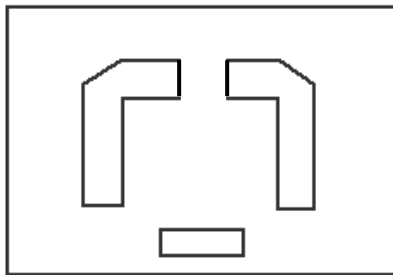
Boardroom



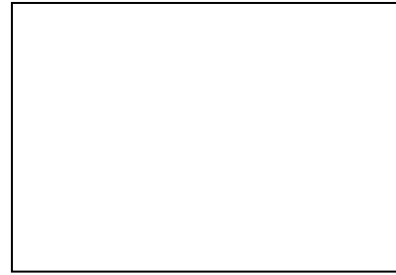
U-shaped



Circle of chairs



U-shaped Buffet Table



Other

Chosen Layout.....

No. of Seats Required.....

No. of Tables Required.....

Facilities Required:

- Whiteboard
- Whiteboard Pens
- Whiteboard Duster
- Table for Laptop
- Photocopying

Catering Required:

- Catering
(See Catering Menus)
- Coffee & Tea [] Number
- Water & Glasses [] Number
- Coffee / Tea Urn
- Buffet Table
- Use of Café
(Purchase of food or drink)

Requests:

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