

GROUP BOOKING FOR FORMAL HALL

Date & Hall you wish to attend

Date/Month/year

TUESDAY	
FRIDAY	

I, wish to make a group booking for formal hall on the above date, for the(Club/Society/birthday)

My contact No. / Email address is:

I understand that I must not exceed the maximum numbers of guests.

Tuesday Hall Maximum group size is 36 people, members or non-members, including yourself.

Friday Hall Maximum group size is 18 people including yourself, and the ratio of guests to Robinson members of 3:1 applies.

I have read the menu and require the following special diets listed below to be provided and have **indicated the recipient for each on the list of attendees**. My wine order is also indicated.

Total no. of people in group including invited non junior members i.e. Fellows etc.

SPECIAL DIETS/WINE PRE-ORDER

Names of any Fellows, DOS/ Supervisors attending

V	Vegetarian			
VF	Vegetarian who eats fish			
GF	Gluten free			
VG	Vegan			
NA	Nut Allergy			
DA	Dairy Free			
SA	Seafood Allergy			
AF	Alcohol Free			
SD	Other special dietary requirement please contact Gary, the Head Chef directly on 39132 or email gjd29@cam.ac.uk or the Catering Office 39119			

(Please note Kosher food cannot be provided within the cost of formal hall)

GROUP BOOKING AGREEMENT

- I have read and understood the terms for group bookings on the website. I understand that is my responsible for ensuring that:
- My guests behave in way that causes no disruption to other diners or serving staff.
- I will responsible for meeting any penalties that may be imposed for damage, disruption or any other offence caused by my guests.
- The attendees of my booking do not represent any group which many cause controversy, or promote extreme views or intolerance of the views of others.
- I also understand that it is my responsibility to ensure all Robinson members wear gowns to Hall.
- I agree to not reduce. Increase this booking in any way without notifying the Catering Office. And to have the required funds in my meal account by the **REQUIRED PAYMENT DATE OF:**

Signed

Please list all intended attendees on the next page together with their Colleges and diets

	Name (Please PRINT)	College (If applicable)	Diet indicated above ✓	
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