



MWT Meeting Room Booking Form

Date of Hire

Name of Organisation

Contact Name

Tel/Mobile Number

Email address

Address

Billing Address

Purchase Order:

		Cost excl. VAT	Please tick/ state number required	Any Special Requirements
Full Day	9 am – 5pm	£95.00		
Half Day	Max 4 hours	£70.00		
Tea, Coffee & Biscuits	Per person on arrival	£ 2.50		
Tea, Coffee & Biscuits	Per person with sandwiches	£ 2.50		
Sandwiches	Per person	£ 4.95		