


Confirmation of Party Visit

Name of Group					
Contact		Telephone no.			
Address					
Date of visit		Arrival time		Depart time	
Size of group		Is a guide required?		Tape tours?	
Details of admission charges (admission will be charged as appropriate to the attached price schedule)					
Catering required? (please see attached schedule)					
Do any of your group have any special needs that we need to be aware of?					
Additional notes					

For office use only

Task		Signed
Confirmation of Booking Form sent out		
Guide booked		
Catering arranged		

Booking taken by		Date	
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Confirmation of Catering Order

Name of Group					
Date of visit		Arrival time		Depart time	
Additional notes					

Menu	Price	No.
Tea or Coffee	75p	
Home-made soup and crusty bread roll	£1.50	
A slice of freshly made cake served with tea or coffee	£1.75	
Cream Tea - Homemade scone with jam and cream, served with tea or coffee	£2.25	
Afternoon Tea - Freshly made sandwiches, Homemade scone with jam and cream, served with tea or coffee	£3.25	
Ploughman's Lunch - Pork pie, cheeses, pickles, salad garnish and crusty fresh bread. Apple pie & cream. Tea or Coffee	£4.50	
Finger Buffet - A selection of freshly made sandwiches and open rolls, quiches, sausage rolls and other various finger foods. A choice of homemade cakes and pastries, served with tea or coffee.	£5.00	
High Tea - Ham salad, Homemade scone with jam and cream, selection of Homemade cakes, served with Tea or Coffee	£5.50	
Please note - vegetarians can be catered for upon request.		

Payment for group bookings can be made on the day of your visit . However, a non refundable deposit of £1.00 per head is requested for each menu

**Gainsborough Old Hall, Parnell Street,
Gainsborough, Lincs, DN21 2NB Tel. 01427 612669**

ordered. This is required with final numbers for the menu choices selected seven days before your visit.