

The Caledonian Club
9 Halkin Street SW1X 7DR
Telephone: 020 7235 5162 Fax: 020 7235 4635

BANQUET EVENT ORDER #036950

Event Name
Address:

Member No: ZD101141

Contact Name:
Salesperson:

Email:
Contact Tel:
Contact Fax:
Printed: 31 May, 2022 3:26 PM

Date	Time	Function	Setup	Exp.	Guar.	Room	Room Rental
Tuesday Sep 20/22	8:00a - 5:00p	Not Applicable	Theatre Style		0	Glengoyne Room	£0.00
Tuesday Sep 20/22	8:00a - 5:00p	Meeting	Theatre Style		0	Oval Room	£0.00
Tuesday Sep 20/22	8:00a - 5:00p	Refreshments 9a Halkin Street Entrance- basement manned cloakroom	Occasional Tables		200	Morrison Room	£0.00
Tuesday Sep 20/22	8:00a - 5:00p	Meeting	Theatre Style		0	Selkirk Room	£0.00
Tuesday Sep 20/22	8:00a - 5:00p	Meeting	Theatre Style		0	Stuart Room	£0.00
Tuesday Sep 20/22	8:00a - 5:00p	Not Applicable	Theatre Style		0	Card Room	£0.00
Tuesday Sep 20/22	8:00a - 5:00p	Refreshments	Rectangular		0	Library	£0.00
Tuesday Sep 20/22	8:00a - 5:00p	Meeting	Theatre Style		200	Johnnie Walker Front	£0.00
Tuesday Sep 20/22	8:00a - 5:00p	Meeting	Theatre Style		0	Johnnie Walker Back	£0.00

Monday 19th September

Day Delegate Package £66 per person to include:

Room hire
Morning breakfast (croissant, OJ, coffee/tea)
Mid-morning/ Afternoon coffee breaks
Hot Fork standing buffet
Pads & Pens
Still & Sparkling Water
AV- 1 Lectern, 2 Club microphone, 2 Club TV screen 55"

Tuesday 20th September

Day Delegate Package £66 per person to include
Room hire
Morning breakfast (croissant, OJ, coffee/tea)
Mid-morning/ Afternoon coffee breaks
Hot Fork standing buffet
Pads & Pens
Still & Sparkling Water
AV- 1 Lectern, 2 Club microphone, 2 Club TV screen 55"

AV Projection for both conference days:

3 TV screen 55"
1 PA system
2 Hand held radio microphone
AV technician from 8.30-5.30pm
Weekend delivery/installation/collection

Setup Notes
Description

BANQUET EVENT ORDER #036950

Total Charges				
	Charges	Taxes	Service Chg	Total
Room	£0.00	£0.00	£0.00	£0.00
Food	£0.00	£0.00	£0.00	£0.00
Beverage	£0.00	£0.00	£0.00	£0.00
Grand Totals	£0.00	£0.00	£0.00	
Dep/Pymt Received				
Balance Due				

Guarantee: Members will be charged for the full number of meals ordered (or served if greater) unless written confirmation is received 2 working days in advance of the function. All beverages are charged on consumption. A 10% discretionary staff fund donation is added to the final invoice.

DocuSigned by

The Caledonian Club

Date

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