

VENUE HIRE ENQUIRY FORM

Name:	
Contact number:	
Email address:	
Date of booking: <i>(if not sure please give as much detail as possible as to when you are looking to hire the space)</i>	
Which space would you like to hire? Theatre/ Bar/ Both?	
How many hours would you like to hire the space for? What times?	
What type of event would you like to hold?	
How many people will be attending? <i>(please note- our maximum capacity is 80 in the theatre or 110 in the bar or across both spaces)</i>	
Will you require catering? <i>We can provide a selection of snacks, pies, sausage rolls and cakes from our bar.</i>	
Would you like drinks from our bar? <i>If so would you like a pre-paid package or just normal cash bar.</i>	
Would you be interested in a cocktail making workshop?	
Would you like to tell us anything else about your event?	

Please email this form back to justine@bikeshedtheatre.co.uk
We endeavour to respond to all enquiries within 5 working days.