

Event Inquiry Form

OFFICE USE: QUOTE NO. _____

QUOTE NEEDED BY _____

CLIENT INFORMATION

CONTACT NAME

COMPANY

BILLING ADDRESS

TELEPHONE

CELL

EMAIL

EVENT INFORMATION

EVENT DATE

TIME START

TIME END

GUESTS (ADULTS)

KIDS

OCCASION / EVENT TYPE

COLOUR

THEME

VENUE

☐

Venue Only

☐

Venue + Catering

CATERING

☐

Self Service

☐

Sit Down

SIT DOWN MENU IDEAS

BUDGET PER EVENT (R)

BUDGET PER PERSON (R)

SPECIAL REQUIREMENTS