



FUNCTION CONFIRMATION SHEET

I wish to confirm reservation for a function, as previously discussed, and submit the following information.

CONTACT NAME: _____

ADDRESS: _____

PHONE NO.: _____ MOBILE: _____

EMAIL: _____

DATE OF FUNCTION: _____ FUNCTION TYPE: _____

LOCATION: *Showplace Reception Centre*

ARRIVAL TIME: _____ APPROX. NUMBER HOURS: _____

NUMBER ADULTS: _____ NUMBER CHILDREN: _____

CATERING: Phone GABBYS CATERING 0417 797 357 to arrange all your catering needs.
(Please note: payment for catering & beverages is paid direct to Gabby's Catering)

OTHER REQUIREMENTS: _____

VENUE HIRE FEE: (as discussed with Show Office): \$400.00

\$100 NON REFUNDABLE DEPOSIT REQUIRED TO CONFIRM BOOKING WITHIN 7 DAYS:

I have read and agree to the Terms and Conditions regarding the Showground Function Agreement including payment and selection of Menu's & Beverage, as advised, which are outlined in this Information Brochure.

SIGNATURE: _____ DATE: _____