BOOKING ENQUIRY FORM

Box Nineteen is committed to providing your bar services. In order to meet your requirements please supply the following information and return by email to [boxnineteenshropshire@gmail.com](mailto:boxnineteenshropshire@gmail.com)

Date of event: ……………………………………………...

Time that the bar is required to be open from and until: ………………………………………...

Type of event: Public Event Bar Hire / Corporate Event Bar Hire / Wedding Bar Hire / Private Event Bar Hire / – other - please indicate: ………………………………………….

Type of Bar required GENERAL BAR – GIN BAR – PROSECCO – OTHER: ……….………

Address of Event including postcode: ………………….…………………………......……………

……………………………………………………………………………………………………..……

Number of guests over 18 attending: …………….……

Number of guests under 18 attending: ……......………

Hirer full name: …………………………………………………………………

Hirer full address: ……………………………………………………………………………………

…………………………………………………………………………………………………………

Hirer contact number: ……………………………………………………….………………………

Hirer eMail: ………………………………………………………………………………………......

Please let us know of any other concerns or issues.

ALCOHOL LICENCE: We will act on behalf of the hirer in all discussions and licence applications with the Council and venue. Your venue, no matter where it is, will require a licence. If the venue has no licence, we will apply for one as an extension of our personal licence. As with all licensed premises (pubs clubs etc) Box Nineteen operates under The Licensing Act 2003. Box Nineteen cannot guarantee that a licence and/or opening times required will be granted as the final decision rests with the local licensing authorities. If a licence is refused, all fees minus the licence application fee will be returned.

GLASS Due to health and safety concerns, especially at marquee events on public or farm land, many venues will not allow glass to be used. Please be sure to confirm this with the venue. If glass is used there may be breakages charges.

VEHICLE ACCESS AND PARKING Is there ready access for a van towing the Horsebox including a turning circle if required? Is there adequate space around the horsebox to comfortably open the hatches and serve your guests? The unopened horsebox, is 2m x 5m. Is a site visit required? The Horsebox is very heavy and requires firm ground or hardstanding. We cannot travel across gravel or mud! Throughout the event, our vehicle needs to be parked reasonably close to the bar to allow us to re-stock the bar and to give us somewhere to dispose of our waste.

PAYMENTS FOR DRINKS We accept contactless payments and most major credit and debit cards; however, being a mobile bar, our card machine requires a strong mobile phone signal. If this is not available, cards cannot be used. Please ensure that your guests are aware of this so that they can have plenty of cash for the duration of the event!