

**PANT MEMORIAL INSTITUTE - Registered Charity 240435**  
**Pant Memorial Hall, Pant, Oswestry, SY10 9QG**



## LARGE EVENT QUESTIONNAIRE

**Thank you for considering Pant Memorial Institute for your event. Please provide further information in order for us to proceed with the booking request.**

Name		
Address		
Telephone numbers and email		
Description of event (If a birthday party, please advise the age)		
Date/s		
Start and end times		
Approximate number of people attending the event		
Approximate number of vehicles expected (guests and suppliers/entertainers)		
	<b>YES</b>	<b>NO</b>
Will you be present throughout the event?	<input type="checkbox"/>	<input type="checkbox"/>
Will you be selling tickets for the event?	<input type="checkbox"/>	<input type="checkbox"/>
Will you be providing food?	<input type="checkbox"/>	<input type="checkbox"/>
Will you be selling alcohol?	<input type="checkbox"/>	<input type="checkbox"/>
Will you be providing alcohol free-of-charge?	<input type="checkbox"/>	<input type="checkbox"/>
Will you be hiring professional catering and/or bar staff?	<input type="checkbox"/>	<input type="checkbox"/>
If <b>YES</b> , please advise: - Name and address of supplier/s - Approximate number of staff - Type of catering/bar arrangements (eg buffet, pizza van etc)		
Will you be playing recorded music?	<input type="checkbox"/>	<input type="checkbox"/>
Will you be hiring a disco?	<input type="checkbox"/>	<input type="checkbox"/>
Will live music be performed?	<input type="checkbox"/>	<input type="checkbox"/>
If <b>YES</b> , please advise approximate number of performers		