



# Timaru Girls' High School "The House" Booking Request

## Name of Hiring Organisation:

<b>Contact Name:</b>	
<b>Phone:</b>	
<b>Email:</b>	
<b>Number of pax:</b>	
<b>Any additional requirements :</b>	
<b>Arrival Day:</b>	<b>Time:</b>
<b>Depart Day:</b>	<b>Time:</b>

## Hire rates - per person (all rates are inclusive of GST)

Bed and accommodation per night bedding and towels supplied	\$50 <input type="checkbox"/>
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## Meals

Options	Arrival day is day 1. Numbers of people eating:			
Cooked breakfast \$15 per person	Day 1 <input type="checkbox"/>	Day 2 <input type="checkbox"/>	Day 3 <input type="checkbox"/>	Day 4 <input type="checkbox"/>
Packed lunch \$20 per person	Day 1 <input type="checkbox"/>	Day 2 <input type="checkbox"/>	Day 3 <input type="checkbox"/>	Day 4 <input type="checkbox"/>
Cooked dinner \$25 per person	Day 1 <input type="checkbox"/>	Day 2 <input type="checkbox"/>	Day 3 <input type="checkbox"/>	Day 4 <input type="checkbox"/>
Dietary requirements: Please list any specific requirements				

## Laundry service is available at an additional \$6 per person per day.

I,	on behalf of my organisation
agree that my organisation will:	
<ol style="list-style-type: none"> <li>1. Pay the deposit of \$250 and accept that this may be forfeited in the event any damage or misuse of the hostel.</li> <li>2. Abide by the conditions and rules as laid down in the Terms of Hire .</li> <li>3. Pay the full cost of hiring the hostel to Timaru Girls' High School two weeks after receipt of the account.</li> </ol>	

## TGHS Administration Only

Cleaners informed: <input type="checkbox"/>	Quote sent: <input type="checkbox"/>	Invoice sent: <input type="checkbox"/>	Amount in full:
Catering informed: <input type="checkbox"/>	Finance informed: <input type="checkbox"/>	Deposit paid: <input type="checkbox"/>	To pay: