



KIRKNEWTON COMMUNITY DEVELOPMENT TRUST

The Green Room

MEETING/TEAMBUILDING BOOKING FORM

1. THE GREEN ROOM

£15 PER DELEGATE BETWEEN 9AM AND 5PM (INCLUDING LUNCH)

DAY/DATE

NO OF HOUR(S) REQUIRED: FROM TO NO. OF DELEGATES:

NAME/ORGANISATION:

ADDRESS:
.....

PHONE NO:

EMAIL:

EVENT/ROOM SETUP:

EQUIPMENT REQUIRED: Laptop iPad Digital Projector and Screen
Interactive CTouch Board Flip Chart, Paper & Pens
Printer (25p per sheet)

DISCOUNT: DEPOSIT AMOUNT INCLUDED: YES / NO

CATERING REQUIRED YES NO (PLEASE CIRCLE)

LUNCH: ASSORTMENT OF SANDWICHES,
VEGETABLE SPRING ROLLS WITH CHILLI DIP PORK & FLAKY SAUSAGE ROLLS
ASSORTMENT OF HOME BAKING

TEA/COFFEE/JUICE?

DIETARY REQUIRMENTS:

ALLRGIES:

TOTAL COST FOR ROOM HIRE:

2. TEAM BUILDING

TEAM BUILDING: YES/NO

ACTIVITY:

2.1. MAD MAX ADVENTURES

Single Activities			Multi Activities		
Activity	Min Guests	Price per person (inc vat)	No. of activities	Min Guests	Price per person (inc vat)
4x4	2	£50	2	8	£90
Clays	1	£50	3	12	£105
Quads	1	£45	4	16	£125
Archery	1	£25			
Highland Games	12	£35			

Single Activity:

Multi Activity:

Activity name/s:

Number of Participants:

Total cost:

2.2. POTTER AROUND –

Choose from (please tick)

Pottery Painting: £22 per head

Pottery Making: £30 per head

Candle Making Workshop: £35 per head (min 4 max 12)

Potter's wheel experience: £40 per head (max 8):

Oil Painting: £35 per head (min 4 max 8)

Glass Fusion* £55 per head (min 4 max 8)

Felting £35 per head (max 12)

*outside workshop provider so dates need to be agreed.

Total Cost:

2.3. PENTLAND HILLS – (free however transport required)

Orienteering:

Packs including maps to be bought (£2) in advance from Head Quarters

Hiking:

Pentland Hills can suggest routes

Practical conservation work in the regional park

Total Cost:

2.4. CYRENIANS –

£35 half daypp+VAT: £60 full daypp+VAT:

**All activities on sheet please number activity here:
(One activity for half day, 2 for full day)

..... and

Total Cost:

2.5. A1 PAINTBALL -

10+ Players	15+ Players	20+ Players
Full equipment hire Tea and coffee 100 paintballs Free entry for organiser	Full equipment hire Tea and coffee 100 Paintballs Free entry + extra 100 paintballs for organiser	Full equipment hire Tea and coffee 100 paintballs Free entry + extra 200 paintballs for organiser
£20 per person (inc VAT) <input type="checkbox"/>	£20 per person (inc VAT) <input type="checkbox"/>	£20 per person (inc VAT) <input type="checkbox"/>

Total Cost:

2.6. JUPITER ARTLAND -

£13.50pp (includes VAT)

**Booking form located in other information sheet must be filled out and emailed to Jupiter Artland at time of booking.

Total Cost:

2.7. RATHO CLIMBING CENTRE

Climb	<input type="checkbox"/>	£20.00
Climbing Tower (30mins)	<input type="checkbox"/>	£16.50
Climb Start Up Course (3hrs)	<input type="checkbox"/>	£60.00
Climb Start Up member (3hrs)	<input type="checkbox"/>	£45.00
Aerial Assault	<input type="checkbox"/>	£22.00
Spa Session	<input type="checkbox"/>	£3.80 + £5
Gym Session	<input type="checkbox"/>	£7.20 + £5
Fitness Class	<input type="checkbox"/>	£7.20 + £5
Virtual Fitness Class (45+ mins)	<input type="checkbox"/>	£4.80 + £5

Climbing Equipment

Hire Prices		Adult
Harness	<input type="checkbox"/>	£3.00
Shoes	<input type="checkbox"/>	£3.00
Belay	<input type="checkbox"/>	£1.00

Includes VAT **Total:**

3. ACCOMMODATION

IS ACCOMMODATION REQUIRED: YES/NO?

HILLY COW WIGWAMS -

£55 for 2 people – Non-ensuite

Number required:

£65 for 2 people – Ensuite

Number required:

Bedding hire and towel - £10 for doubles £7 for singles

Number required:

Breakfast Basket - £12 (includes bacon, sausages, eggs and cob of bread – feeds 4)

How many:

Total Cost:

High Field House -

Double/twin room with ensuite facilities - £47.50ppn

Number required:

Single occupancy ensuite – from £58 per night

Number required:

Single occupancy private bathroom - £55 per night

Number required:

***Breakfast is included

Total Cost:

REDCRAIG B&B -

3 Rooms

Single occupancy - £55/£60 per night

Double occupancy - £70/£80 per night

*** Breakfast is included

Total Cost:

A ROOM IN THE COUNTRY -

2 Rooms

Double – £100

Family - £130 (sleeps 4)

***Breakfast Included

Total Cost:

4. TRANSPORT

TRANSPORT REQUIRED: YES/NO?

Fixed rate taxi - £6/£7 per journey

Details on other sheet

Total Cost:

1 - £.....

2- £.....

3 - £.....

4 - £.....

TOTAL COST: £.....

All terms and conditions and cancellation policies can be found in other document. However, deposits are non-refundable unless cancelled a month or more prior to event. Half of the amount to be taken as a deposit at time of booking. The other half must be paid two weeks prior to event date.

All organisations have the right to amend bookings if necessary – this will not be done without you knowing.

Everything listed is subject to availability and prices may vary throughout the year.

The Green Room is available for hire at £15 per delegate. We provide catering for your event, please contact Zoë Hubbard to discuss your requirements further. Please ensure you make us aware of any dietary requirements at the time of booking.

We would prefer online banking transfers for your deposit and final payments. For online banking please give your business or the surname of the lead person on the booking form as a reference.

For Cash payments, please hand in an envelope marked for the attention of Zoë Hubbard at the Green Room, 12 Main Street, Kirknewton, EH27 8AH along with this form. Please ensure we have your email address as a receipt will be issued through email.

Cheques Payable to Kirknewton Community Development Trust Ltd.

Kirknewton Community Development Trust Ltd

Santander, Sort Code : 09-07-20, Acc No: 04756738

If you have any further questions regarding your booking then please do not hesitate to contact Zoë Hubbard on 01506 883988 or email zoekirknewton@gmail.com

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