



The Dormer Conference Centre

Part of St. Peter Apostle Roman Catholic Church

This Parish is part of the Archdiocese of Birmingham Registered Charity No. 234216

Address: 3B Dormer Place, Leamington Spa, CV32 5AA

Centre Manager: Mr Royce McParland

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Email: dormercentre@gmail.com

Booking Form

Contact Name:

Organisation/Company:

If a registered charity please include the charity number

Purchase Order Number:

Address:

Postcode: Organiser's Contact No.

Email address:

Date(s) of event:

Time facility required including set up time:

From: To:

Room Required (please specify how many people will be attending)

Room Required: Main Hall / Davenport Room

Furniture Layout:

For room capacity & layouts please see the list on the other sheet.

Please tick the items needed for the event:

- | | |
|------------------|--------------------------|
| Flip Chart | <input type="checkbox"/> |
| Projector Screen | <input type="checkbox"/> |
| Light Projector | <input type="checkbox"/> |
| DVD Player | <input type="checkbox"/> |
| Stick Mic | <input type="checkbox"/> |
| Lapel Mic | <input type="checkbox"/> |
| Lectern | <input type="checkbox"/> |

NB: St. Peter's Church cannot accept any responsibility for theft or personal injury while on this property.

Signed: Print Name: Dated:

Room Capacity for each Layout

Main Hall

Theatre: 90 max.

Banquet: 72 max.

Cabaret: 56 max.

Boardroom: 20 max.

U-Shape: 18 max.

Davenport Room

Theatre: 25 max.

Boardroom: 18 max.

