

EVENT BOOKING FORM

Name: _____
 Address: _____
 Phone number: Work _____ Mobile: _____
 Email Address: _____

What type of event are you planning? _____ (i.e. Birthday/Anniversary/Cocktail party etc)

Date of Event: _____ **Start time:** _____ **End time:** _____

Is Event catered? _____ Name & Phone number of caterer _____

Will you be using the pool? _____ Do you need a Life guard? _____ (\$75) # of attendees invited _____

Will you have a D. J. N/A (Add'l \$100) Name & No of DJ _____

VENUE: Hidden Gem Barbados, #2 Inch Marlow, Christ Church, BB17122

Area (s) to be used: **Gazebo/Pool Deck** - _____ **Upstairs Balcony** - _____ **Both areas**

Will Security be required? _____ (add'l \$75BBD)

How did you hear about Hidden Gem? _____

Do you need a room rental? Yes No How many nights? _____ Room Rate: _____

Room Total _____ (inclusive of taxes/fees)

PAYMENT:

Total Event Amount _____ (incl lifeguard if added) Total Room Amount _____

Deposit of _____ paid on _____ Balance of _____ due on _____

Total Paid incl balance: _____ Cash _____ or CC _____ Damage deposit received: Yes No

******PLEASE NOTE******

- Rates quoted is for space "AS IS". Additional decorating services are available at an additional cost
- Damage deposit of \$500 USD is required on day of event. Refunded at end of the event provided there are no damages and space is returned to same condition as it was given.
- All event deposits are non-refundable unless there are dire circumstances. Reschedules are permitted. Credit card are accepted but a 2% credit card processing fee applied to all charges.
- Room Rate is inclusive of breakfast
- House Rate is \$1850/night - up to 12 people. Inclusive of a chef..
- Rates quoted are for 6 hrs. \$250/hour for each additional hour over 6 hours.

By signing the below, you acknowledge and agree to the above:

Signature

Date of Event: