

Event Spaces in The chq Building, IFSC, Docklands Booking Form

Hire of Space for Events

1. Name of your Organisation _____

Contact person _____

Position _____

Address1 _____ Address2 _____

Address3 _____ Address4 _____

Daytime Tel No. _____ Mobile _____

Fax _____ Email _____

Website _____

2. Type of Event (Tick one box only)

Art	<input type="checkbox"/>	Charity	<input type="checkbox"/>	Commercial/Promotional	<input type="checkbox"/>
Cultural	<input type="checkbox"/>	Festival	<input type="checkbox"/>	Filming	<input type="checkbox"/>
Market(s)	<input type="checkbox"/>	Music	<input type="checkbox"/>	Parade	<input type="checkbox"/>
Photo Shoot	<input type="checkbox"/>	Sporting	<input type="checkbox"/>		
Street Entertainment	<input type="checkbox"/>	Mixed	<input type="checkbox"/>	Other	<input type="checkbox"/>

Brief outline of event

3. Which Event Space would be required?

The Galleria

The Vaults

The Mall

4. Do you require use of any surrounding area of the chq building? Please define location for event (e.g. Area outside the chq facing George's Dock, the archway at chq, the conservatories of chq)

1. _____

2. _____

3. _____

5. What date(s), including set-up and de-rig would you like the space for? _____

6. Does the event have to be held on this date or what other dates would you consider?

Please Note Booking is Subject to Availability and Suitability of Event.

Signed by applicant _____

Title _____ Date _____