Kimbolton Castle

Kimbolton School Enterprises Ltd.

Wedding Booking Form

Venue Requirement:	Civil Ceremony & Reception ☐ Reception only ☐ Marquee ☐		
Date & Times: (include preparation and set up times)	Date: Times:		
Approximate Numbers attending:	Day: Evening:		
Name of Bride and Groom:			
Name of Hirers: (if different to above)			
Address: Postcode:			
Email address:			
Contact No. Bride:	Contact No. Groom:		
Fireworks: (Additional £150 clean up charge)	Yes ☐ No ☐	Bar: (Additional £170 charge)	Yes ☐ No ☐

£750 Deposit Enclosed:
(£500 deposit Room Hire, £250 deposit Catering) Yes ☐ No ☐ *(Deposit is refundable after event)*

Payment method: Cheque/Card/Bacs
Cheque made payable to "Kimbolton School Enterprises Limited", or by **Bank Transfer to: Kimbolton School Enterprises, Sort Code: 20-74-99, Account Number: 10551058, quoting Surname in the reference field.**

Additional Information:

PRIVACY NOTICE

The information that you provide on this form will only be processed for the purpose for which it has been given. It will not be used for other reasons without your consent. All personal data, including special categories of personal data, is collected and processed in compliance with the principles of the General Data Protection Regulation (GDPR) and you have certain rights in respect of your information.

These rights and further information about how the School uses your personal data can be seen in full, in the School's Privacy Notice, and can be viewed on the School's website at *https://www.kimbolton.cambs.sch.uk/policies.*

Consent notice
I have read the information about data protection, and agree to my personal data, including special categories of personal data, being used in the way described above.

Signature: …….. Date:……

Email: bursarysec@kimbolton.cambs.sch.uk	Tel: 01480 862227	Post: Kimbolton School, Kimbolton, Huntingdon, Cambs, PE28 0EA

NB: Charges will be those current at the time of the function and for a minimum of **60** guests
Dates are not confirmed until issue of acceptance letter. The premises are to be left clean and tidy after use

VAT Registration No 57 6757 580 - Company Registration No 02655855