



CHAIR COVER BOOKING FORM

Please complete this form as accurately as possible and return it to our address found below.

Once we receive your booking form and a 25% deposit, a confirmation of booking will be sent out to you. If you require assistance to complete this form then please contact us. By returning this form you are agreeing to be bound by our terms and conditions of hire so please read them carefully.

Please return to – Puddleduck Cottage, 28, Canal Side West, Newport, HU15 2RN. Cheques payable to E.VCutting.
Please note a 25% deposit is required within 7 days to secure any booking received.

Customer Details

Main Name: Address:
 Telephone:
 Email:

Venue Details

Name: Address:
 Contact Name:
 Position: Room Name:
 Email: Telephone:

Event Details (Please Circle your Choices)

Event Date: Event Start Time:

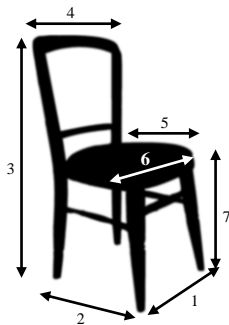
Estimated Number of Chair Covers: Table Runner Sash/Runner Colour Organza / Satin

Please circle which chairs we will be dressing: **Civil Ceremony** **Wedding Meal** **Evening Reception**
 Due to extra uncovered chairs sometimes being added at the evening celebrations, we are asked on occasion to remove the covers during the preparations for the evening events. Please circle if you require us to do this. **Remove Covers Evening.**

Organza Sash: Cosy Claret, Gorgeous Gold, Silver Dollar, Black Beauty, English Lavender, Simply Ivory, Hot Pink, Peony Pink, Spring Green, Royal Purple, Chocolate Heaven, Summer Sky Blue, Zesty Lime, Royal Navy, Heritage Green, Peacock Blue,
Luxuy Satin Sash (please ask about colours) **Chair Covers : WHITE - IVORY - BLACK**

Chair Type and Measurements (Only needed if venue is not familiar to us, please ask)

Please try and be as accurate as possible when measuring the chairs that you would like us to cover. We are able to cover most of the banqueting style chairs, which the majority of venues supply. Please inform us if it is an unusual style of chair.



Please enter all chair measurements in centimetres;

1: cm 2: cm 3: cm
 4: cm 5: cm 6: cm 7: cm

CoverLovers will liase with your venue to confirm the exact type of chair to be covered.

Declaration

I declare that I have read and agree to the Terms and Conditions of Hire, and that I shall be the main contact for this booking.

Print: Sign: Date:

Please note that no booking is valid without a returned, signed booking form & Terms & Conditions.

