



**CENTURION COUNTRY CLUB
CONFERENCE BOOKING SHEET**

NAME OF COMPANY:		DATE OF CONFERENCE:	
CONTACT PERSON:		NUMBER OF DELEGATES:	
CELL:		TIME OF ARRIVAL:	
TEL:		FULL DAY:	
FAX:		HALF DAY:	
POSTAL ADDRESS:		EVENING:	
E-MAIL:			
COURSE:		VAT NR:	

SEATING:	U-SHAPE:		CINEMA:		OTHER:	
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EQUIPMENT:	LARGE SCREEN	
	DATA PROJECTOR	
	TV/VCR	
	WHITE SCREEN & PENS	
	FLIP CHART & PENS	
	PENS & PADS	
	PEPPERMINTS & WATER	
	SOUND SYSTEM	
	LASER POINTER	
ADDITIONAL EQUIPMENT:		
TELEPHONE LINE REQUEST:	YES / NO	

TABLES:	REGISTRATION:		DISPLAY:	
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	TIME	CATERING REQUIREMENT
ARRIVAL – TIME:		
MID MORNING BREAK– TIME:		
LUNCH – TIME:		
MID AFTERNOON BREAK– TIME:		
BREAKFAST – TIME:		
COCKTAILS – TIME:		
BAR – ACCOUNT/CASH:		

HOW DID YOU HEAR ABOUT US? _____

SIGNED: _____ **DATE:** _____