



MORANBAH
STATE HIGH SCHOOL

HALL HIRE ENQUIRY FORM

CONTACT DETAILS

Contact Name:			
Company:			
Contact Phone No:		Email Address:	
Email Address for Invoices:			

EVENT DETAILS

Date of Event:			
Start Time:		Finish Time:	
Additional time required for set-up/clean up			
Type of Event: <i>(eg cocktail party, sit down dinner)</i>			
Reason for Event: <i>(eg Christmas party, reunion)</i>			
Approx. Number of Attendees:			

ALCOHOL SERVICE

Is Alcohol to be Served?	<input type="checkbox"/> YES / <input type="checkbox"/> NO	Approval from Principal & P & C Executive for alcohol to be served. Additional Costs involved for Security to be present.
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ADDITIONAL NOTES (including special requirements)

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