



Kingsknowe Golf Club

ESTABLISHED 1908

326 Lanark Road, Edinburgh, EH14 2JD - Telephone: 0131 441 1145 - email: clubmanager@kingsknowe.com

Lounge and Function Hire Booking Information

(Please fill in the reverse of this page (page 2 in email version) if you would like to make a booking)

LOUNGE INFORMATION

Downstairs Lounge available for parties, events and dining

Capacity: 100 seated (usually 90 for dining)

2 x TV Screens (1 x lap top compatible with HDMI cable) available for televised events

All coffee/lunch/dinner requirements catered for by Food Creations

Bookable 7 days per week subject to availability. The event must be finished and the premises vacated by 11pm unless by arrangement.

Wi-fi enabled

FUNCTION ROOM INFORMATION

Upstairs Function Room available for parties and dining

Capacity: 50 seated (usually 40 for dining)

50" TV Screen (lap top compatible with HDMI cable) available for televised events

All coffee/lunch/dinner requirements catered for by Food Creations

Bookable 7 days per week subject to availability. The event must be finished and the premises vacated by 11pm unless by arrangement.

Wi-fi enabled

COSTS

Room Hire:

Charges: Functions

Facility	Duration	Cost
Function Downstairs	Evening	£100
	Afternoon	£50
	Afternoon/Evening	£150
	All Day/Evening	£200
Function Upstairs	Evening	£75
	Afternoon	£50
	Afternoon/Evening	£100
	All Day/Evening	£125
Wedding		£200

Catering*:

From £8.95 per head for Lunch;
From £5.95 per head for Buffet Lunch;
From £14.95 per head for 3 course Dinner;
From £4.95 per head for Party Buffet

£25 Late Opening additional charge if the event goes past 11pm

Please Note that any damage caused to the fabric of the building or furnishings will be recharged to the event organiser. Quotes and photographic evidence will be provided.

NB Food Creations will discuss specific requirements with you and tailor menus and costs to your needs.

A non-refundable deposit of £25 is required to confirm the booking. This should be paid to the Club Admin Secretary

Please fill in the form by saving in Microsoft Word, clicking beside the appropriate text and filling in the desired information/or by deleting text as appropriate. Forms can also be printed, completed by hand, scanned then returned kingsknowe@foodcreations.co.uk and copied to clubmanager@kingsknowe.com or handed in to the Club Office

EVENT INFORMATION

Type of Event/Occasion:

Event booked for self or third party (name):

Date required:

Hours of Let (including set-up): from - until -

Number attending:

Room set up: party / private dining / dinner / other

Are you having entertainment/disco: Yes / No

If yes, do you want us to organize the disco: Yes/No

PA System required: Yes / No

Private Bar required: Yes / No

Any other set-up requirements: (please use box below)

CLIENT INFORMATION

Name:

Address:

Email:

Mobile/Tel Number:

Membership No (if applicable):

CATERING REQUIREMENTS

(to be discussed with Food Creations)

Lunch: Yes/No

Dinner: Yes/No

Party Buffet: Yes/No

Any other catering requirements:

CONTACT DETAILS: (Please return form to Food Creations by mail or the Club Office by hand or by email)

Kingsknowe Golf Club
326 Lanark Road
Edinburgh
EH14 2JD

Food Creations:
kingsknowe@foodcreations.co.uk
Tel: 0131 441 1144
www.foodcreations.co.uk
Tel: 0131 441 1145 option 3 for the office
clubmanager@kingsknowe.com
www.kingsknowe.com

Signed

Date