



**Meeting Room/ Conference Room**  
Repeat Booking Form

Company Name.....

Name of Contact.....

Telephone contact no (day/evening) .....

Repeat booking for one/two months or quarterly in advance, please specify.....

I wish to repeat our booking (s) for the following days/time:

Date required: ..... From.....hrs to.....hrs

Date required: ..... From.....hrs to.....hrs

Date required: ..... From.....hrs to.....hrs

Date required: ..... From.....hrs to.....hrs

Date required: ..... From.....hrs to.....hrs

Date required: ..... From.....hrs to.....hrs

Name:

Signed

Date

**Exclusive of VAT**