

Enquiry about booking hotel room for event

Example: Andrew is the Events Manager

Rooms

- Adelphi Room:
 - Number of people who can sit down to eat: 1. _____ .
 - Has a gallery suitable for musicians.
 - Can go out and see the 2. _____ in pots on the terrace.
 - Terrace has a view of a group of 3. _____ .
- Carlton Room:
 - Number of people who can sit down to eat: 110.
 - Has a 4. _____ .
 - View of the lake.

Options

- Master of Ceremonies:
 - Can give a 5. _____ while people are eating.
 - Will provide 6. _____ if there are any problems.
- Accommodation:
 - In the hotel rooms or 7. _____ .