

BOOKING FORM
HENMORE SUITE

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| CONTACT NAME | |
| TELEPHONE NUMBER | |
| ADDRESS | |
| EMAIL ADDRESS | |
| INVOICE ADDRESS (if different from above) | |
| BOOKING DATES | |
| PLEASE STATE REQUIREMENTS/LAYOUT FOR TABLES, CHAIRS, URN ETC. | |



Directors

Daniel Harding BVSc Stephen Trethewey BVetMed Michael Colgan MA VetMB James Russell BVetMed PGDip MsRCVS

**McMurtry
& Harding**
veterinary practice

Clifton Road, Clifton, Ashbourne, DE6 2DH. Tel. 01335 342227

Trinity Square, Uttoxeter, ST13 8TH. Tel. 01889 597228

8 St John Street, Wirksworth, DE4 4DR. Tel. 01629 823034

mcmurtryandharding.co.uk

TERMS & CONDITIONS

Booking forms should be returned to the reception at any of our branches or by email using the following address enquiries@derbyshire-vets.co.uk.

All bookings will be treated as provisional until confirmed by McMurty & Harding either by telephone or email.

Events will be charged by invoice at £15 per hour.

Cups, glasses, plates etc., can be provided by request but refreshments are not included within our fee.

Cancellations must be received at least 5 working days prior to the event. Cancellations within this period may be charged at the discretion of McMurtry & Harding.

HEALTH & SAFETY

Please report to reception on arrival unless alternative arrangements have been made.

A visitor's register will be made available for completion by all members attending the event. This register will remain the responsibility of the event co-ordinator and in the event of an emergency evacuation **MUST** be presented to the responsible person who will make themselves known to you at the evacuation point in the corner of the main car park.