

Leicester Food Park Room Booking Form



Thank you for choosing to book a room at Leicester Food Park. Please complete your booking form and return to the Management Hub staff or via email to enquiries@foodanddrinkforum.co.uk at least 72 hours prior to your booking. Please be aware that your booking is only complete when you receive email confirmation.

Date(s) of Booking:

Preferred Room:

Start Time:

Please note that meeting rooms are available from 9.00AM.

End Time:

Please note that meeting rooms are available until 5.00PM.

Contact Name:

Company Name:

Company Address:

Telephone Number:

Email Address:

Please note that the room booking confirmation and invoice will be sent to this email address.

Number of Attendees:

Equipment Required: Projector Flipchart & Pens

Is Lunch Required?

If Yes, please choose your lunch option:

Please state any dietary requirements:

Number of those requiring lunch:

Do any of your visitors require assistance with accessibility?

If Yes, please provide details:

Additional Comments:

A 50% deposit is required at the time the booking is made, the remaining balance should be paid in full by no later than 24 hours prior to the booking.