



hotel  
richmond

# Melbourne Cup Hotel Richmond

## 7th November 2023

### Booking Details

Booking Contact Name: \_\_\_\_\_ Number of Guests: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

\$75 pp – 3 course seated luncheon, including a glass of sparkling on arrival.

Menu:  \$75pp

Beverage Package:  \$50 pp  Guests to purchase their own  Drinks tab for the table

### Dietaries Requirements – if known


### Booking Deposit

Payment Method: Total = \$ \_\_\_\_\_

Credit Card  Bank Transfer

*A credit card details are required for all bookings, even if bank transfer is made. Card details will be stored securely and destroyed at the conclusion of the event.*

### Credit card details

Card Number: \_\_\_\_\_

Expiry Date: \_\_\_\_ / \_\_\_\_ CCV: \_\_\_\_\_

Name on Card: \_\_\_\_\_

For Bank Deposit Payments please use the following details stating your booking contact name as your reference and send a copy of the remittance to [functions@hotelrichmond.com.au](mailto:functions@hotelrichmond.com.au)

Bank CBA- BSB: 065-000  
ACCOUNT NUMBER: 1254-8971  
ACCOUNT NAME: Hotel Richmond

### Final numbers/ Final Payment /Cancellation

Final numbers and payment are required 10 days prior to the event by COB Saturday 22<sup>nd</sup> October. No refunds will be given for reduced numbers after this date.  
Payment not received by this date will be charged to the card on file.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_