**LEICESTERSHIRE & RUTLAND WOMEN’S INSTITUTE**

**EVENT BOOKING FORM**

**\*\*DO NOT PAY UNTIL CONFIRMATION EMAIL IS RECEIVED FROM WI HOUSE\*\***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Secretary Name / WI(Only required for bookings made by the Secretary): | | | | |
| Event & Date | Price | Name | Mobile Number &  Email address  of Member | Accessibility/Dietary/Other |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

Send the completed Form by post or by email to [wihouse@lrfwi.org](mailto:wihouse@lrfwi.org). Applications can also be made by phone.

An Event Confirmation email, with further details regarding payment, will be sent by WI House.

Note: If you don’t have an email address to receive the Event Confirmation, please use your WI Secretary’s email address.

No tickets will be issued. An Attendance List will be held at the Event by the Event Organiser.

Office use only: Date confirmation email sent and initials ………………………………………………