

Atrium Suite - Booking Form

Section 1 - Contact/Billing Details

Company Name/Dept:

Contact Name: Aled Rowlands

Telephone No: 01978 292231

Address: Legal Services Department

Fax No: 01978 292207

Guildhall

Email: aled.rowlands@wrexham.gov.uk

Wrexham

Postcode: LL11 1AY

Order No/Budget Code: PXA40134030000

Section 2 - Booking Details

Event Name: Planning Inquiry – Land at Former Hafod Tileries

Date: 26 to 29 April 2016

Full Day (9:00am - 5:00pm or any part thereof): 4 Full Days x £90 ☐ £360.00
~~£90.00~~

Half Day (9:00am - 1:00pm or 1:00pm - 5:00pm or any part thereof): ☐ £50.00

Event Start Time: 9.00am Event End Time: 5.00pm

Number of Delegates: 10

Section 3 - Room & Booking Requirements

Room Layout:

Boardroom Style (Max 24) ☐

U-shaped without Tables (Max 40) ☐

Theatre Style (Max 100) ☐

U-shaped with Tables (Max 20) ☒

Classroom Style (Max 32) ☐

Other (as agreed with building management): _____

Kitchen Facilities:

Use of Kitchen Facilities (£0.00) Yes ☐ No ☒

Equipment:

Digital Projector Yes ☐ No ☒

PA System Yes ☐ No ☒

OHP Screen Yes ☐ No ☒

TV/DVD/Video Yes ☐ No ☒

Wi-Fi Yes ☒ No ☐

Flipcharts Yes ☐ No ☒

Section 4 - Return/Contact Details

Address: Wrexham County Borough Council
Office 3A
Redwither Tower
Wrexham Industrial Estate
Wrexham
LL13 9XT

Email: atriumsuitebookings@wrexham.gov.uk

Telephone: 01978 667000

