



ENQUIRY FORM

Thank you very much for your enquiry. Our Christmas Co-ordinator will contact you within 24 hours to discuss the details of your party.

Name of Organiser:

Daytime Telephone Number:

E-mail Address:

Company:

Party Date:

Party Type:

Number of Guests:

Please note that parties of 12 or more may not be seated at one table

Arrival Time:

Signed:

The Rubens at the Palace Hotel
39 Buckingham Palace Road
London, SW1W 0PS
Tel: 0207 963 0724 / 721 / 703
www.bookrb@rchmail.com
www.rubenshotel.com



TERMS OF BOOKING

For bookings of 10 or more people: -

A non-refundable deposit of 50% is required on making a reservation in order to guarantee your booking.

Full pre-payment must be received one month prior to your event.

Bookings made after 1st December 2010 will require full pre-payment.

Final numbers to be confirmed 15 working days prior and this will be the minimum number charged for.



CONTACT DETAILS

For further information, contact our **Christmas Co-ordinator** (Ext. 721) at

The Rubens at the Palace,

39 Buckingham Palace Road, London SW1W 0PS

Telephone: 020 7834 6600 or Direct Line: 020 7963 0721 Fax: 020 7233 6037

Email: santarb@rchmail.com

www.rubenshotel.com

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