

Event Inquiry Form



Contact Information:

Name: _____

Phone: _____ Email: _____

Desired date of Event: _____

Alternate Date: _____

Type of Party: _____

Guest of Honour's Name & Occasion: _____

Number of Guests: _____

Location:

- Honey & Tea Storefront
- Off site: Event address _____

Tea Service:

(Check all that apply)

- Hot Tea
- Iced Tea
- Cream Tea (Tea with scones, clotted cream, preserves)

Rentals & Room Set Up:

(Check all that apply and specify amount needed and/or other details pertaining to the following)

- | | |
|--|---|
| <input type="checkbox"/> Tables _____ | <input type="checkbox"/> Chairs _____ |
| <input type="checkbox"/> Linens _____ | <input type="checkbox"/> Tiered Servers _____ |
| <input type="checkbox"/> Iced Tea Dispensers _____ | <input type="checkbox"/> Tea Urns _____ |
| <input type="checkbox"/> Tea Pots _____ | <input type="checkbox"/> China Tea Cups _____ |

Please outline any pertinent details including activities planned that would affect how the party room is configured: _____

Questions & Requests: _____

Please return this completed form to honey@honeyandtea.ca 2 weeks prior to your proposed event.