

# Business Festival Venue Partner Form



Venue Details	
Company or organisation:	Venues & Events Warwick
Venue Name:	Venues & Events Warwick
Venue Address:	Warwick School
Enquiry/Booking Name:	Barrie Thomas or Sara Hemus
Enquiry/Booking Email:	events@warwickschool.co.uk
Enquiry/Booking Phone:	01926 735410
Website:	wsvvenuesandevents.org
Venue Space: <i>(Please attach any brochures that you may have available)</i>	Meeting Rooms within commercial building <input type="checkbox"/> Conference Centre/Dedicated Event Facilities <input type="checkbox"/> Hotel <input type="checkbox"/> School/College <input checked="" type="checkbox"/> Theatre <input checked="" type="checkbox"/> Pub <input type="checkbox"/> Other (please specify):
Venue layout options:	Boardroom <input checked="" type="checkbox"/> U-Shape <input checked="" type="checkbox"/> Theatre <input checked="" type="checkbox"/> Classroom <input checked="" type="checkbox"/> Cabaret <input checked="" type="checkbox"/>
Capacity	Please specify capacity and indicate if there are multiple rooms available: Multiple rooms/venues available for up to 800 theatre style.
Venue Facilities	Please provide any additional features of the space available (e.g. capacity, aircon, windows etc.):
Do you have car parking facilities? Yes <input type="checkbox"/> / No <input checked="" type="checkbox"/>	If yes: None on-site due to building works on campus – Myton Fields very close No. of Spaces: Are there any costs? (please specify): Pay & Display at Myton Fields or St Nicholas park in Warwick – 8 mins walk

*Continued overleaf.*

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<p>Can you offer any AV (Audio/Video) Equipment? Yes <input checked="" type="checkbox"/> / No <input type="checkbox"/></p>	<p>If yes: Screen <input checked="" type="checkbox"/> Projector <input checked="" type="checkbox"/> Flipchart <input checked="" type="checkbox"/> PA System <input checked="" type="checkbox"/> Laptop <input checked="" type="checkbox"/> Other (please specify):  <i>(Please also state if there will be any charges for the items listed above)</i>  <i>Screen, projector and flipchart are free of charge, all other requirements are chargeable</i></p>
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Refreshments	
<p>Are you able to provide refreshments? Yes <input checked="" type="checkbox"/> / No <input type="checkbox"/></p>	<p>If yes, please specify: We can offer light refreshments at a cost.</p>

Can you provide any pictures of the space available?

*Can send at customer request*

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Please note all costs are to be agreed between the event organiser and the venue partner. The festival organisers (Associate Events) are not responsible for any costs incurred for any events within the festival programme.

Please return the completed form to [hello@cwbusinessfestival.com](mailto:hello@cwbusinessfestival.com)

Tel: 024 7601 1447

