

Campbelltown and Airds Historical Society Inc.

Glenalvon Historic House
8 Lithgow St
Campbelltown NSW 2560



PO Box 257
Campbelltown NSW 2560

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Phone: (02) 4625 1822

EVENT BOOKINGS

We require this form to be completed and returned as soon as possible to confirm the booking.

- Date of Event.....
- Group Name:
- Contact Name.....
- Contact Address.....

- Phone No:Mobile.....
- Email :.....
- Time:of arrival
- Duration:
- No. of people:.....
- Guided Tour Morning Tea Afternoon Tea
- Other Event, please specify:
-
- Special Requirements:
-

Signature:

Other Information

1. Please pay a booking fee at time of booking, balance on day of visit
2. Disabled access to ground floor, gardens and facilities
3. Buses can park in Lithgow Street outside Richmond Villa
4. Please ensure guests, caterers and photographers have the correct address:
8 Lithgow Street, (corner of Carberry Lane)
5. Daytime events only
6. Professionals/Caterers/Photographers etc must provide Certificate of Insurance
7. Due to the fragile nature of the buildings no food or drinks can be brought into the house.
No smoking in or around the property.
8. Premises not licensed for service of alcohol.

Schedule of Fees

- | | | |
|--|---|-------------------------------------|
| 1. Glenalvon Tour Only | - | \$6.00 per head |
| 2. Queen St Walk | - | \$5.00 per head |
| 3. Bus Commentary around historic places | - | \$5.00 per head |
| 4. Glenalvon Tour including Morning/Afternoon tea | - | \$10.00 per head |
| 5. Combined Glenalvon plus Queen St Walk or Bus
Commentary With Morning or Afternoon Tea | - | \$15.00 per head |
| 6. School Groups | - | See separate booking sheet |
| 7. Special Events eg. Wedding ceremonies and/or photos
in house and gardens – includes use of chairs for ceremony | - | \$50 booking fee plus \$50 per hour |

Office use only

Event:.....

Date and Time:.....

Booking confirmed, phone/email.....Date.....

Payment...\$.....Receipt No.....Date.....

Comments.....

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