

# GROUP CATERING FORM



This form is to be completed by the group organiser.

Please complete all pages, sign page 3, and return to [info@woodhouse.org.au](mailto:info@woodhouse.org.au) no less than 14 days prior to your camp.

Group Name: \_\_\_\_\_ Booking Reference Number: \_\_\_\_\_

Contact: \_\_\_\_\_ Arrival Date: \_\_\_\_\_ Departure Date: \_\_\_\_\_

Year Level(s): \_\_\_\_\_ TOTAL # of Youth: \_\_\_\_\_ TOTAL # of Adults: \_\_\_\_\_

Building(s): \_\_\_\_\_

## FULL TIME ATTENDEES

We **DO** require catering for:

# \_\_\_\_\_ full time youth

# \_\_\_\_\_ full time adults

We **DO NOT** require catering for:  
*(bringing own food from home)*

# \_\_\_\_\_ full time youth

# \_\_\_\_\_ full time adults

## BUILDING NUMBERS

*(applies to camps booked across multiple buildings)*

If your camp is booked across multiple buildings, please advise below how many **FULL TIME ATTENDEES** will be eating in each building. Please note the catering capacities for each building. If this is not relevant for your camp, please leave this section blank.

**Rymill Centre:**

*(Max. catering capacity 110 persons)*

# \_\_\_\_\_

**Woodhouse Manor:**

*(Max. catering capacity 60 persons)*

# \_\_\_\_\_

**Hooper Bunkhouse:**

*(Max. catering capacity 70 persons)*

# \_\_\_\_\_

## PART TIME ATTENDEES

If catering is required for any part-time attendees, please tick the box below, and **complete details on page 3**

We **DO** require catering for part time attendees



## PART TIME ATTENDEES

Part time attendees will be charged for all meals consumed. Please provide the details of all part time attendees below:

Full Name	Adult or Youth	Arrival and Departure Dates / Times	Building

## ACKNOWLEDGEMENT

**I acknowledge that:**

- To the best of my knowledge, the details of any dietary and food requirements for my group is full and accurate
- Any non-attendees will be charged at the quoted rate
- All guests are required to do their own dishes and supply their own tea towels

Group Leader's Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Office use only: Provided to caterer on \_\_\_\_\_ By \_\_\_\_\_