



CIVIL CEREMONY ONLY – BOOKING FORM

NAME:	
PARTNER'S NAME:	
Address:	
Tel No:	
Email:	
DATE OF EVENT:	
TIME OF CEREMONY:	
<u>Atherley Chamber & Terrace</u> <u>Holmes Chamber & Foyer</u> (please delete as appropriate)	Are you having a drinks reception afterwards?
Arrival Time:	Will you be using caterers, or DIY?
Departure Time:	If DIY, are you happy to nominate a couple of guests/ushers to help us initially to serve the drinks and any canapes?
No of Expected Guests:	1.
Will you be using a Florist?	2.
Will you be having Chair Covers?	



If you wish to hold your Civil Marriage at Arundel Town Hall you must have provisionally reserved a licensed Chamber at the Town Hall first, before you make contact with the West Sussex Ceremonies Team 01243 642122.

Email:ceremonies@westsussex.gov.uk

Please make a BAC's transfer of £200.00 to Arundel Town Council:

Account Number 00734056, Branch Sort Code: 30 95 09

We have read, signed and understood the terms and conditions. We have paid a £200.00 **non-refundable** deposit

Signed: _____

Signed: _____

Date: _____