**John Marley Centre
Venue Hire Enquiry**

**Date(s)**

**Times (set-up and takedown times must be included)**

**Which part of the John Marley Centre are you interested in hiring?**

**Description of the event**

**Is the event freely open to the public, ticketed or private?**

**Total combined number of guests, performers, staff etc, expected at any one time**

**Do you require tables or chairs? If so, how many?**

**Does the event include the provision of alcohol, refreshments, or food?**

**Do you require tea &coffee? If so, for how many people?**

**Do you require cold deli catering? If so, for how many people?**

**Any additional requirements?**

**Name**

**Company**

**Phone**

**Email**

***Please complete and return to:*** ***alex@breezecreatives.com***

**Breeze Creatives CIC, John Marley Centre, Muscott Grove, Newcastle upon Tyne, NE15 6TT**