



## Venue Booking Rental Form

<b>Booking Date:</b>		<b>Venue:</b>	
<b>Name of Organization/ Hirer:</b>		<b>Address:</b>	
<b>Company Registration No:</b>			
<b>Email Address:</b>		<b>Mobile No:</b>	
<b>Event Date:</b>		<b>Event Time:</b>	
<b>Name of Event:</b>		<b>Event Type:</b>	
<b>Event Details:</b>			
<b>Special Requests:</b>			

### Important Notes:

- This serves a reservation of dates for rental only. An invoice will be issued to you upon receiving the completed booking form.
- To secure your booking, please make a full payment or a minimum deposit of 50% upon receiving the invoice.
- Payment Mode:
  - (1) **Cheque** to be issued to The Ground Co Limited
  - (2) **Online bank transfer: DBS Bank Pte Ltd / Bank Code 7171 / Branch Code 027 / Account No: 0279071940**For verification purposes, please email your proof of payment to [booking@theartground.com.sg](mailto:booking@theartground.com.sg)
- Payments are non-refundable.