



PROBUS CLUB OF TEMPLESTOWE VALLEY Inc.

Event Details Form

Event details to be proposed to members

Proposed by	Name		Tel:	
Date of outing				
Name of outing				
Departure location				
Departure time				
Return time				
Details of itinerary				
Name of tour company				
Contact details	Name		Tel:	
Is the tour company insured?	yes	no		
Details of insurer				

Are any meals included?	yes	no	Details	
Breakfast	yes	no		
Morning tea	yes	no		
Lunch	yes	no		
Afternoon tea	yes	no		
Dinner	yes	no		
Other	yes	no		
Special dietary needs catered for?	yes	no		

Minimum number required	No.	
Maximum number allowed	No.	

Cost per person:	\$	for numbers from		up to	
	\$	for numbers from		up to	
	\$	Single Supplement			

Deposit amount payable (if applicable)	\$
Deposit to be paid by	Date
Full or final amount to be paid by	Date

Is deposit or full amount refundable?		yes	no	
	in full	yes	no	If yes, how much? \$
	part	yes	no	If yes, how much? \$

Cancellation date	
Committee Approval (Two Sign)	
Print Names	