



CARMEL RESTAURANT

REQUEST A QUOTE

DATE REQUESTED	DATE PREPARED

NAME OF GROUP or EVENT

CONTACT INFORMATION	
CONTACT PERSON	
COMPANY	
COMPANY ADDRESS	
PHONE	
E-MAIL	
FAX	

DATE(S) OF MEETING/EVENT	DATE(S) ACCOMMODATION REQUIRED

NUMBER OF PEOPLE FOR MEETING/EVENT	NUMBER OF PEOPLE FOR ACCOMMODATION

SEATING & SPACE REQUIREMENTS	ROOM REQUIREMENTS

NUMBER OF MEALS REQUIRED	MENU OPTION CHOSEN BY GUEST

ALLERGIES OR OTHER FOOD REQUESTS

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BAR SERVICE

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TECHNOLOGY and AUDIO/VISUAL REQUIREMENTS

ITEM	NOTES
PROJECTOR	
PROJECTOR SCREEN	
WHITEBOARD	
NOTEPAD & EASEL	
MICROPHONE(S)	
SPEAKER	
PODIUM	
COAT RACK WITH HANGERS	
TABLE CLOTHS	
TABLE SKIRTS	

ADDITIONAL NOTES

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Please fill out this form to the best of your availability and submit by e-mail to restaurant@carmelinn.ca or in person to the Carmel Restaurant. Thank you for considering the Carmel Restaurant for your next event. We look forward to quoting you and welcoming you to our space!