



Afavour4u Post Box Booking Form

Client information

Name.....

Address.....

.....

Postcode

Tel No:..... Mobile:.....

Email:.....

The Event

Date of the Event:.....

Venue Address:.....

.....

Postcode

Post Box to be hired between the hours of (with access for setting up 1/2 hour prior to this start time)

.....

Wedding colour theme:.....

Name of Bride and Groom:.....

Number of Guests:.....

I have read and acknowledged the afavour4u terms and conditions

Name:.....

Signed:.....

Date:.....

Please contact afavour4u to check that the date is available prior to completing this form and return it with your deposit made payable to

Mrs P Kelly
1 Collaford Close,
Plympton,
Plymouth
PL71XR.

You will receive a confirmation email with your booking details.



Afavour4u Terms and Conditions (Independent Post Box Hire)

Booking an event with afavour4u denotes that you have read, agreed and understood these terms and conditions. No alterations to these terms and conditions can be made unless agreed by afavour4u in writing.

- The cost to hire our post box is £30 for your wedding. Payment is required upon booking to confirm your date.
- A £30 damage/loss deposit ideally via cheque as this is NOT cashed and returned to you within one week of the event subject to no loss or damage to any of the equipment. Should any damages occur and the amount exceeds the £30.00 deposit, customer will be invoiced for the additional cost or repair. In the event of this occurring payment is to be made within 14 days of the receipt of the invoice. Damages will be charged at the appropriate cost to replace the item and proof of these costs will be provided by afavour4u.
- We will deliver your post box free of charge within a 20 mile radius of PL71XR on the morning of your wedding and will collect it morning following your wedding. You are welcome to collect and return the post box from us directly.
- Our post box is NOT allowed to be removed from your wedding venue unless this has been arranged prior to booking.
- We will supply you with one key for the post box. If we are delivering the post box to your venue, we will leave the key with a member of the wedding coordinating team and we will obtain a signed receipt to confirm receipt of the key. If the key is lost, we reserve the right to deduct £30 from your refundable deposit.
- Cancellation Policy – if you wish to cancel the hire of the post box, you must advise us in writing no later than four weeks before your wedding for us to refund you. If less than four week's notice before your wedding is given, we reserve the right to cancel your booking without refunding your booking fee of £30.