# Pre Order Form

For your convenience we offer a pre-order facility for your group. Please fax or email by 10am

THE WOODVILLE

**878 Port Road | WOODVILLE SOUTH 5011 |**
**PH 08 8347 1133 | FAX 08 8445 2311**
**EMAIL info@woodvillehotel.com.au**

**The Lounge ☐ The Bistro ☐ (Please Tick)**

**DATE OF BOOKING: / / DAY: NAME OF BOOKING: NO. OF GUESTS:**

**TIME OF ARRIVAL: TIME REQUESTED FOR MEALS TO BE SERVED: PHONE NO:**

- Please note we will always do our best to serve meals at the requested time but no guarantees can be given
- To ensure your group is catered for in the most efficient manner we request pre-orders be in by no later than 10am on the day of your booking. Please note the hotel takes no responsibility for guests who arrive after the requested time for meals to be served. Please write clearly and legibly.
- **PLEASE NOTE: THE HOTEL MUST BE NOTIFIED OF ANY CANCELLATIONS OF ANY ORDERS 30 MINS PRIOR TO BOOKING TIME. FAILURE TO NOTIFY WILL RESULT IN HOST BEING RESPONSIBLE FOR PAYMENT OF MEALS. ALL PRE-ORDERS MUST BE FAXED OR EMAILED TO THE HOTEL.**

| NAME | ENTREE | MAIN COURSE | HOW COOKED EG Rare/Med/Well Except for S/Grill | SIDE ORDERS EXTRA CHARGE IS APPLICABLE | DESSERT | PRICE OF MEAL |
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**(PAGE 2) NAME OF BOOKING: _____**

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