

Grand Hall Questionnaire

We understand that details may change prior to the event and there may be more questions. 30 days prior to your event, all details will be finalized. This form, which outlines the date, approximate guest count, and approximate timeline enables us to understand the elements of your event. It is quite common for details regarding timeline, guest count, and other pertinent information to change.

1. Event Type? _____ Date of Event? Is this date flexible? YES / NO
2. Point of Contact Name: _____ One person's name only.
3. Phone Number: Only one _____ Email: Only one _____
4. Number of Guests? _____
5. Guest Arrival Time? _____ End Time of Event? _____

Set-up can start at 6:00AM

Events Must End at 2:00AM Band, DJ, Bar End 1:30AM
6. Renter's Own Alcohol? Yes / No
You must use The Grand Hall's bartenders to serve any alcohol. No self-serve. No celebrity bars.
7. Tour the facility. Time: _____ Date: _____ Meeting request other: Time _____ Date _____

Please arrange a time to visit the facility and meet one of our sales representatives. Following your visit, and informing us of the details of your event, we will be able to provide you with the costs of your event.

There are factors to be considered to determine the Best Value & Best Price for an event.

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