

## York House Catering Waiver Application

Hirer's name	
Date of Event	
Rooms Booked	
Time booked*	

\* Please note that the time booked must include all time required for set up before your event and clearing after your event. If you are unsure please contact us to discuss.

### Caterer's Details

Company Name	
Contact Name & Telephone number	
Website address	

Please note the following information must be forwarded to us before your chosen caterer is able to work at York House. We must have the relevant information on file no later than 8 weeks before your event date. If you have any queries, please contact us as soon as possible.

### Requirements

Requirement	Date Received / completed
Public Liability Insurance Document (min £5 million)	
Copy of most recent Environmental Health Report	
Health & Safety Policy	
Training Records	
Risk Assessment for working at York House	
York House Information leaflet passed to caterer	
Caterer visit to York House	