



Group Meal Pre Order Form

Booking Name:			
Company:			
Phone No:			
Booking Date:		Number of Guests:	
Arrival Time:		Food to be ready at:	

***Pre Orders the day before are appreciated.
We require pre orders by 10:00am day of meal.***

Please complete all details, save and email this form to us at bookings@nixonhotel.com.au

	Diners Name:	Price:	Meal Order: (Include any dietary requirements)	Chosen Drink: (If part of meal/drink combo)
1.				
2.				
3.				
4.				
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6.				
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11.				
12.				
13.				
14.				
15.				
16.				
17.				
18.				
19.				
20.				

	Diners Name:	Price:	Meal Order: (Include any dietary requirements)	Chosen Drink: (If part of meal/drink combo)
21.				
22.				
23.				
24.				
25.				
26.				
27.				
28.				
29.				
30.				

Pre Orders emailed to us the day before your event are appreciated, thank you.

Additional Notes / Requests:

Pre Order Terms & Conditions:

1. Please complete all details save and email this form to us at bookings@nixonhotel.com.au
2. We require pre-orders by 10:00am the day of the meal.
Pre-orders the day before are appreciated and will help us make your group booking a great event at the Nixon.
3. Completion and email of this Pre-order Form **DOES NOT** constitute a booking; please email bookings@nixonhotel.com.au at least 48 hours in advance of your scheduled meal at The Nixon Hotel or call The Nixon Hotel on 03 9642 3272 to ensure we can accommodate your group and reserve an area.
4. Preparation of meals will commence shortly before your group's scheduled arrival time and serving of meals approximately 10 minutes later; it is imperative that your specified booked time is observed by all group members
5. If you have any special requests (e.g. dietary requirements) include the details in the **MEAL ORDER** (& Cooking/dietary requirement) section for the guest named individual meal.
6. Once you have confirmed your booking by telephone or email, please ensure that this form is completed and returned to The Nixon Hotel **NO LATER than 10am the day of your booking... ONLY a COMPLETED pre order form can be accepted.**
7. Please advise of any cancellations or if you need to make any changes to the pre order. **No changes or cancellations will be accepted within 1 hour of your scheduled dining time.** Any cancellations within 1 hour of your scheduled dining time or "no-shows" will be required to pay for this meal in full.
8. Extra items added to any meal will incur extra charges.
9. **Special Dietary requirements need to be clearly defined.**
10. Bookings of groups greater than 20 persons will require a credit card to secure booking.
No funds will be charged to this card, except in the event of you & your guests not arriving for your reservation. Charges will be applied at \$10 per non attending guest; NO charge will apply should you confirm your guest count no later than 2 hours prior to your scheduled booking arrival time. Please call us on 03 9642 3272 to secure your booking.