

## Bawley Bush Retreat ....event readiness form.

For us to be ready for your event this form must be returned completed at least 2 weeks before it starts. Standard cottage bed configs are in bold. Comfortable capacity in cottages and caravan (not counting possible function room accom) 44# and max 50#. Both include foldups. Note we charge extra for more than 2 in a cottage, for marquees, camp sites, food trucks/vans, dogs, breakages, rubbish removal and non-standard cleanup.

Any changes less than 1 week before stay will incur additional charges. Only mark box for "yes" bed requirement per night. Please scan or photograph and email form to [enquiries@bawleybushretreat.com.au](mailto:enquiries@bawleybushretreat.com.au). Questions? Ph 02 6100 4743, Mandy.

Group name:		Event start date										
Contact name:		Phone number:										
Cottage	Cottage comfort #/max poss #	Room	Room max #	Possible bed configurations, standard in bold. Block for "yes"	Nt 1	Nt 2	Nt 3	Nt 4	Nt 5	Nt 6	NOTES	
Chef's	7/8 Only 1 inside bathroom (with toilet and shower), Also outside bath, shower.	Br 1 d/s	2	<b>Queen bed</b>								
		Br2 d/s	3	<b>King bed</b>								
				or 2 singles								
				+ foldup at end of main bed								
		Loft u/s	3	<b>2 singles</b>								
				or King bed								
				+ foldup								
Cafe	10/13	Br1 u/s	3	<b>King bed</b>								
				Or 2 singles								
				+ foldup								
		Br 2 d/s	2	<b>King bed</b>								
				Or 2 singles								
		Br 3 d/s	2	<b>King bed</b>								
				Or 2 singles								
		Loft u/s	3	<b>2 singles</b>								
				Or king bed								
				+ foldup								
		Lounge d/s	2	Queen sofa								
		Dining area	1	Foldup								
Kookaburra	9/12 1x ens toilet with shwr, 1 X bath/shr, 1 sep toilet. .Bunk room avail from Christmas 2017	Br1 d/s	2	<b>King bed</b>								
				Or 2 singles								
		BR 2 u/s	2	<b>King bed</b>								
				Or 2 singles								
		Br3 u/s	4	<b>King bed</b>								
				Or 2 singles								
				+ foldup #1								
		+ foldup #2										
		Bunk rm d/s	2	<b>Top</b>								
				<b>Bottom</b>								
		Lounge d/s	2	+ Foldup #1								
				+ Foldup #2								
Cormorant	6/7 Note 1 bathroom only	Br 1 u/s	4	<b>King bed</b>								
				Or 2 singles								
				+ foldup #1								
				+ foldup #2								
		Lounge d/s	3	Queen sofa								
				+ 1 foldup: makes room crowded								
Oystercatcher	6/7 Note 1 bathroom only	Br1 u/s	4	<b>King bed</b>								
				Or 2 singles								
				+ foldup #1								
				+ foldup #2								
		Lounge d/s	3	Queen sofa								
				+ foldup: makes room crowded								
Wattlebird	4	Br1 u/s	3	<b>King bed</b>								
				Or 2 singles								
				+ foldup								
		Lounge d/s	1	1 single under stair								
Wombat Caravan	2	23ft caravan	2	<b>Queen bed</b>								
Cockatoo as function room				<b>Bare room, enter no guests</b>								
Cockatoo as sleeping Rm	10	1 room	10	As kings (2 foldup singles joined) st bed availability	Insert no	Insert no	Insert no	Insert no	Insert no	Insert no		
				As foldup singles st bed availability	Insert no	Insert no	Insert no	Insert no	Insert no	Insert no		
Camp ground, no facilities	8 level pads, no # limit, camp fee pp	Bush camps		No facilities	Insert # sites	Insert # sites	Insert # sites	Insert # sites	Insert # sites	Insert # sites		
Marquee				Size of Marquee:								
Food truck/van				No of units:								
Extra ground use				Eg Dance floor o/s marquee								