

Richmond Barracks Booking Enquiry Form

Return this completed form to venuehire@dublincitycouncilculturecompany.ie

Contact Information	
Name of Organisation:	
Contact Name:	
Contact Email:	
Contact Mobile:	

Event Information	
Event Name:	
Purpose of Venue Hire:	
Event Date(s):	
Event start time:	
Event finish time:	
Numbers attending:	
Venue Space Requirement: <i>Gymnasium, Workshop Room, Garden</i>	
Equipment requirements: <i>Projector, wireless microphone, lapel microphone, fold out plastic seating (150), trestle tables (X)</i>	
Additional information:	

Please note

This is an enquiry form only, and does not constitute a booking with Richmond Barracks.

All bookings needed to be paid in advance of the hire date to be confirmed.

The Venue Hire team will be in touch with you within 3 working days regarding your enquiry.