

ORDER FORM

MILLIE J & CO

CUSTOMER DETAILS

NAME

PHONE NUMBER

INVOICE NO.

EMAIL ADDRESS

BUSINESS/ ORGANISATION *(if applicable)*

ADDRESS

ABN *(if applicable)*

EVENT DETAILS

TYPE OF EVENT:

EVENT DATE:

VENUE NAME:

VENUE CONTACT PHONE:

VENUE CONTACT EMAIL:

VENUE ADDRESS:

PICK UP & RETURN DETAILS + DELIVERY AND COLLECTION DETAILS

- Location for Pick Up and Returns: Shop 4 20-38 Main Street Burdell, QLD, 4818
- Pick Up and Return times will be discussed individually to suit office times
- Please Note: A 'late fee' will be applied to any orders not returned prior to the cut-off time please refer to Ts&CS. This will be debited from Credit Card provided below
- Delivery and collection is subject to availability
- There is a delivery charge that will be dependent on distance travelled, amount hired, items, ease of access to venue, etc. and this will be discussed prior to your date of booking

CONTACT DETAILS

1ST CONTACT NAME:

2ND CONTACT NAME:

ADDRESS:

ADDRESS:

EMAIL:

EMAIL:

PHONE:

PHONE:

ORDER FORM

MILLIE J & CO

BANK TRANSFER DETAILS

ACCOUNT NAME: GEFAS PTY LTD

PLEASE USE SURNAME & INVOICE NUMBER AS REFERENCE

BSB: 014707

ACCOUNT NUMBER: 195850637

SECURITY DEPOSIT DETAILS (EQUIPMENT HIRE ONLY)

A compulsory security deposit is required to secure your booking in accordance with your hire package. The security deposit will be returned to you in full to the bank account details below, within 1 week after the full return of all items – under the provision that they are returned without damage i.e. breakages, chips, cracks, or missing items.

CREDIT CARD DETAILS

CREDIT CARD DETAILS MUST BE PROVIDED BELOW. The Credit Card provided below will be debited in the event that breakages/losses occur to any booked items where the cost is more than the required security deposit already provided at time of booking, or in the case that a High Tea booking is cancelled less than 14 days before the event date.

NAME ON CARD:

PLEASE CIRCLE:

MASTER CARD

VISA

AMEX

CARD NUMBER:

EXPIRY:

CVV:

AMOUNT:

I AUTHORISE MILLIE J AND CO TO CHARGE THE FOLLOWING AMOUNT TO THE CREDIT CARD STATED HERE.

SIGNED:

ACCOUNT DETAILS FOR RETURN OF SECURITY DEPOSIT

ACCOUNT NAME:

ACCOUNT NUMBER:

BSB:

BOOKING AGREEMENT AND RETURN AGREEMENT

I have fully completed this booking form and declare that I have read and agree to the 'Terms and Conditions' set out by Millie J and Co. I authorise Millie J and Co to debit my credit card in the event that breakages /losses occur to my booked items or I cancel the event with less than 14 days notice. I have listed my credit card and bank account details above. (Note: You must tick the box to proceed with the booking)

FULL NAME:

SIGNATURE:

DATE:

PLEASE NOTE: Your signature on the booking form is deemed that you have read, understood, and accepted our 'Terms and Conditions of Hire'. Please do not hesitate to contact us if you would like to discuss the 'Terms and Conditions' further.

ORDER FORM

MILLIE J & CO

BOOKING AND RETURNS AGREEMENT

I have fully completed this booking form and declare that I have read and agree to the 'Terms and Conditions' set out by Millie J and Co. I authorise Millie J and Co to debit my credit card in the event that breakages /losses occur to my booked items, or I cancel the event with less than 14 days' notice. I have listed my credit card and bank account details above.

(Note: You must tick the box to proceed with the booking)

CLIENT SIGNATURE

Full name: _____

Signature: _____

Date: _____

PLEASE NOTE: Your signature on the booking form is deemed that you have read, understood, and accepted our 'Terms and Conditions'. Please do not hesitate to contact us if you would like to discuss the terms and conditions, your booking details or to obtain another copy of the 'Terms and Conditions' (these can also be found on our website).

RETURN OF FORMS

Once complete please return your forms via email to the following, or to our store:

Email: milliejcafe@gmail.com

Store: 4 20/38 Main St, Burdell QLD 4818