

# TEVERSAL MANOR ROOM TRUST

The Manor Room, BATTERY Lane  
Old Teversal Village

## FEEDBACK SURVEY

Following your recent booking of the Manor Room in Old Teversal Village, we would be grateful if you would complete the following usage survey to enable us to assess whether we are meeting your requirements or need to review any aspect. Thank you for your assistance. After each question there is an opportunity to comment as you feel appropriate.

Date of Event: \_\_\_\_\_ Type of Event: \_\_\_\_\_

Did you inspect the facilities in advance? **Yes/No**. If so, was it helpful? **Yes/No**.

*Comment:* \_\_\_\_\_

How easy did you find the booking system? **Easy/ Difficult**.

*Comment:* \_\_\_\_\_

How helpful was the person dealing with your booking? **Helpful/Unhelpful**

*Comment:* \_\_\_\_\_

Was the Room opened on time? **Yes/No**. If no, what went wrong? \_\_\_\_\_

Was the heating adequate? **Yes/No**

*Comment:* \_\_\_\_\_

Was the facility clean and tidy? **Yes/No**

*Comment:* \_\_\_\_\_

Were the facilities adequate and suitable for your needs? **Yes/No**

*Comment:* \_\_\_\_\_

Was the equipment adequate and suitable for your needs (Multimedia, WiFi, Tables, Chairs, Games equipment, as applicable)? **Yes/No**

*Comment:* \_\_\_\_\_

Please add any further comments that you wish to make about the booking, facility and services provided on the reverse of this form or on a separate sheet. Thank you for your time and trouble in completing this form. Please leave in The Manor Room or post to TMRT, Lime Tree Cottage, BATTERY Lane, Teversal Village, NG17 3JN or scan and email to manor-room@hotmail.co.uk