

# STANPIT VILLAGE HALL 'REGULAR USE' BOOKING FORM

162 Stanpit Christchurch BH23 3NE  
Charity number 301783

Type of regular booking / event .....

I wish to hire:- weekly / monthly / regular / occasional

Facility	Dates required		Time		Total	Total	Hourly	Total
	From	to	from	to	hours	weeks	rate	
<b>MAIN HALL</b> (inc kitchen)	.....	.....	.....	.....	.....	.....	£.....	£.....
<b>MABERLEY ROOM</b> (Downstairs inc. kitchen)	.....	.....	.....	.....	.....	.....	£.....	£.....
<b>HARBOUR VIEW</b> (Upstairs)	.....	.....	.....	.....	.....	.....	£.....	£.....

You will be billed 4 weekly in advance. Settlement is due prior to booking commencing.  
Cheques payable to Stanpit Village Hall.  
4 weeks notice required for cancellations not to be charged.

**HIRERS ARE RESPONSIBLE FOR SETTING UP AND PUTTING AWAY.**

(Unless previously arranged with the caretaker)  
Tables and chairs are provided in each room.

I confirm I have read, understood and agree to comply with the attached Conditions of Hire.

NAME of person making the booking .....

ORGANISATION .....

ADDRESS .....

.....

.....POST CODE .....

PHONE – LAND..... MOBILE .....

EMAIL .....

SIGNATURE ..... DATE .....

2<sup>nd</sup> contact details

NAME .....

PHONE – LAND ..... MOBILE .....

EMAIL .....

SIGNATURE..... DATE .....

Please retain one copy of this form and return the other, with the appropriate deposit to –

Mr Simon Catley, 55 Stanpit, Christchurch BH23 3LU 07976 742955

ALWAYS CHECK THE WEBSITE – [www.stanpitvillagehall.co.uk](http://www.stanpitvillagehall.co.uk)