

STANPIT VILLAGE HALL 'SINGLE USE' BOOKING FORM

162 Stanpit Christchurch BH23 3NE
Charity number 301783

I wish to hire facilities in the Village Hall as follows:

Type of event

Facility	Date	Time		Hours @	Hourly	Total
		From	To	rate		
MAIN HALL inc kitchen	£.....	£.....
MABERLEY ROOM (Downstairs inc. kitchen)	£.....	£.....
HARBOUR VIEW (Upstairs)	£.....	£.....
LESS PARTY DEPOSIT						£.....
SUB TOTAL						£.....
LESS DEPOSIT						£.....
TOTAL LEFT TO PAY						£.....

HIRERS ARE RESPONSIBLE FOR SETTING UP AND PUTTING AWAY

Tables and chairs are provided in each room

I enclose a deposit of £..... (£10 non refundable). Cheques payable to Stanpit Village Hall.

The party deposit of £50 is refundable subject to compliance with the Conditions of Hire.

I understand the remainder of the booking fee is due at least 7 days prior to the booking.

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

2nd 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