



Stanpit Village Hall



162 Stanpit, Christchurch, Dorset. BH23 3NE

STANPIT VILLAGE HALL 'REGULAR USE' BOOKING FORM

Registered Charity No. 301783

Event type (eg Keep fit class):.....

FACILITY	START DATE	END DATE	START TIME	END TIME	TOTAL WEEKS	HOURLY RATE
MAIN HALL £10 non-refundable deposit required						£10.00
MABERLY ROOM (downstairs)						£6.00
HARBOUR VIEW (upstairs)						£6.00

You will be billed monthly in arrears. Settlement is due within 14 days. Online/cheque payment details will be on the invoice. 4 weeks' notice required for cancellations not to be charged.

HIRERS ARE RESPONSIBLE FOR SETTING UP AND PUTTING AWAY.

THEY ARE ALSO **RESPONSIBLE FOR CLEANING THE ROOM AFTER USE**. THIS INCLUDES, BUT IS NOT LIMITED TO: CLEANING KITCHEN AREAS, CHECKING TOILETS, CORRECTLY PUTTING AWAY ANY CROCKERY, SWEEPING THE FLOOR, WIPING TABLES, EXCESS RUBBISH REMOVED FROM PREMISES.

By submitting this form, I confirm that I have read, understood and agree to comply with the above and the full Conditions of Hire (available on SVH website).

NAME of person making booking:.....

ORGANISATION:.....

ADDRESS:.....

POSTCODE:.....

PHONE:.....

EMAIL:.....

SIGNATURE:.....

Please retain one copy of this form and return the other (with deposit if applicable) to:

Simon Catley, Sandpipers, 55 Stanpit, Christchurch BH23 3LU or email a scan to simon_catley@hotmail.com.