



BOOKING FORM

Please read Conditions of Hire 2019 and Hire Charge Tariff January 2019 before completing and signing this form. Then return form to the address below by post, or by scanning and emailing bookings@hamdonyouthcentre.co.uk Thank you.

Contact Details of Hirer:

Name:	
Full postal address:	
Email address:	
Contact numbers - mobile:	other:

Booking Details: (Please include your set up and clear away time)

Nature/Title of Event:								
Activities at Event:								
Date:	Time from:	Time to:	Total Hours	Hourly Rate	No. of people			
				£				
Type of booking: (tick appropriate box)			Resident Hire?	Y / N	Non-resident Hire?	Y/N	Business Hire?	Y/N

Facilities Required: (tick all that are required)

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Main Hall	Back Hall	Kitchen		Grounds
Further Details/Special Requirements:				
<p>I confirm the agreed Hire Charge and enclose any deposit (if required). I confirm that I have read and will abide by the Centre Conditions of Hire. I understand that the booking is not confirmed until this signed form has been received and acknowledged to me by the Treasurer. Any cheques should be made payable to "Hamdon Youth & Family Centre Trust". For online banking transfer details please contact the Treasurer.</p>				
Signed		On behalf of hirer/organization		Date
<p>Return to: The Treasurer: Post: Barbara Brooks, Tamarisk, High Street, Stoke sub Hamdon TA14 6PP or Email: bookings@hamdonyouthcentre.co.uk Tel: 01935 824432</p>				