

LINDFORD VILLAGE HALL – SINGLE EVENT BOOKING APPLICATION FORM

<p style="text-align: center; color: blue; font-style: italic;">I/we would like to request the hire of Lindford Village Hall on:</p> <p>_____</p> <p>_____</p> <p>Name.....</p>	<p>Date of hire: _____</p> <p>Start time: _____</p> <p>End time: _____</p>
--	--

Hire Rates for Charity & Not for Profit Bookings Only

Rooms required:	Perry Room Main Hall	Parker-Smith Room Committee Room	Kitchen	Garden
	yes/no	yes/no	yes/no	yes/no
1 Hour	£10-00	£9-00	Included	Included
2 Hours	£20-00	£18-00	Included	Included
3 Hours	£30-00	£27-00	Included	Included
4 Hours	£40-00	£36-00	Included	Included
5 Hours	£50-00	£45-00	Included	Included
6 Hours	£60-00	£54-00	Included	Included
7 Hours	£70-00	£60-00	Included	Included
8 Hours	£80-00	£63-00	Included	Included
Daily Rate 08-30 to 22-30	£100-00	£72-00	Included	Included
Hire fee to pay			TOTAL TO PAY	
Admin & Key Holder Fee	£20-00	£20-00	£	

Payment with completed Booking Application Form please. Cheques payable to ‘**Lindford Parish Council**’ Please note cheques typically presented for payment 2 weeks prior to date of hire. If you would like to pay by bank transfer please tick here { } and we shall advise payment method.

BOOKINGS ONLY CONFIRMED ONCE PAYMENT IS RECEIVED

N.B. Administration fee includes member of staff to unlock/lock the premises. Key holders subtract £20-00.

Hirers full name:	Reason for hire: e.g. children’s party.
Signature:	Approx. Number of guests?
Postal address including Post code:	Telephone No.
	Email:
	Charity No.

Do you require the PA System & microphone **yes/no**. Do you require overflow carpark **yes/no**.

**ALL RUBBISH MUST BE REMOVED FROM THE PREMISES.
ALL BOOKINGS CONDITIONAL ON ACCEPTANCE OF OUR TERMS & CONDITIONS.**